Welcome to User Acceptance Test (UAT) System Change Package (SCP) 18-00 Real Property Training Fort Sam Houston March 2007

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IFS Change Package (SCP 18)

Focus of SCP 18 is to continue the evolution of IFS Real Property to ultimately ensure Complete Real Property Inventory Requirements (RPIR) **Compliance.** This is a Key Part of **DOD Business Transformation.**

Training Objectives:

- Acquire skills to utilize the IFS system as modified in SCP 18, to effectively record and manage Installation Real Property Assets

- Demonstrate learned skills through practical exercises using a simulated live database.

IFS Change Package (SCP) 18 - Pre-Queries

- If a Category Code that does not exist on the baseline RPF Category table is being used in any of the related Category Fields: Design Use Category Code, Recommended Category Code, Mobilization Category Code, Current Use Category Code, or Equipment Category Code a report will be produced identifying condition to be corrected.
These **MUST BE CORRECTED** prior to SCP 18 Loading

- If the Facility Year Built is not between 1000 and (current year + 3) or the Facility Year Acquired is not between 1776 and (current year + 3), a report is produced identifying those facilities. This includes those facilities in History.
These **MUST BE CORRECTED** prior to SCP 18 Loading.

- If Facility Year Built is greater than current date and RPF Reportability Code not equal ‘U’ (under construction) or ‘D’ (disposed) a report is produced identifying those facilities.

- A report is produced of Sites where Function Codes are:
E (Aviation Training) **J** (Other Training)

IFS Change Package (SCP) 18 - Conversion

- The SCP 18 Conversion will Re-Validate the conditions as presented in the Pre-Queries.

- Will verify that no Databases are setup as DJAS, TEAM-UP, or KWAJELEIN. If condition exists then **Conversion Will Stop**

- A report will be produced of GRANT/LEASE records where GRANT END is null or GRANT END is greater than the system date. Report will state: "Please enter Grant Program Fund Code and Grantee

IFS Change Package (SCP) 18 - Conversion

- All new and revised Data Elements and Tables will be updated to include mapping of data, name changes, formatting, etc.

- It is **IMPORTANT to NOTE**, That Name Changes have been made Not Only to Screens and Reports, but Also to **All Tables** and **Data Elements**, Therefore **User Developed Queries** will be **Affected.**

The IFS Design Must Comply with:

- Chief Financial Officers Act (CFOA)
- Federal Financial Management Improvement Act (FFMIA)
- Executive Order 13327 – Federal Real Property Asset Management

Thus:

- **Business Rules** Must be Followed
- **Procedures** Must be followed in specified Sequence
- No **Back-Door** Changes Permitted

The SCP 18 Training Slides, On-Line Demonstration and Practical Exercises reflect the Environment used by the vast Majority of IFS Users.

USAREUR and DPAS Interfacing site attendees will notice some differences since IFS has been designed to accommodate their unique requirements.

LIVE DEMONSTRATION
And Practical Exercises

IFS
REAL PROPERTY FUNCTIONALITY

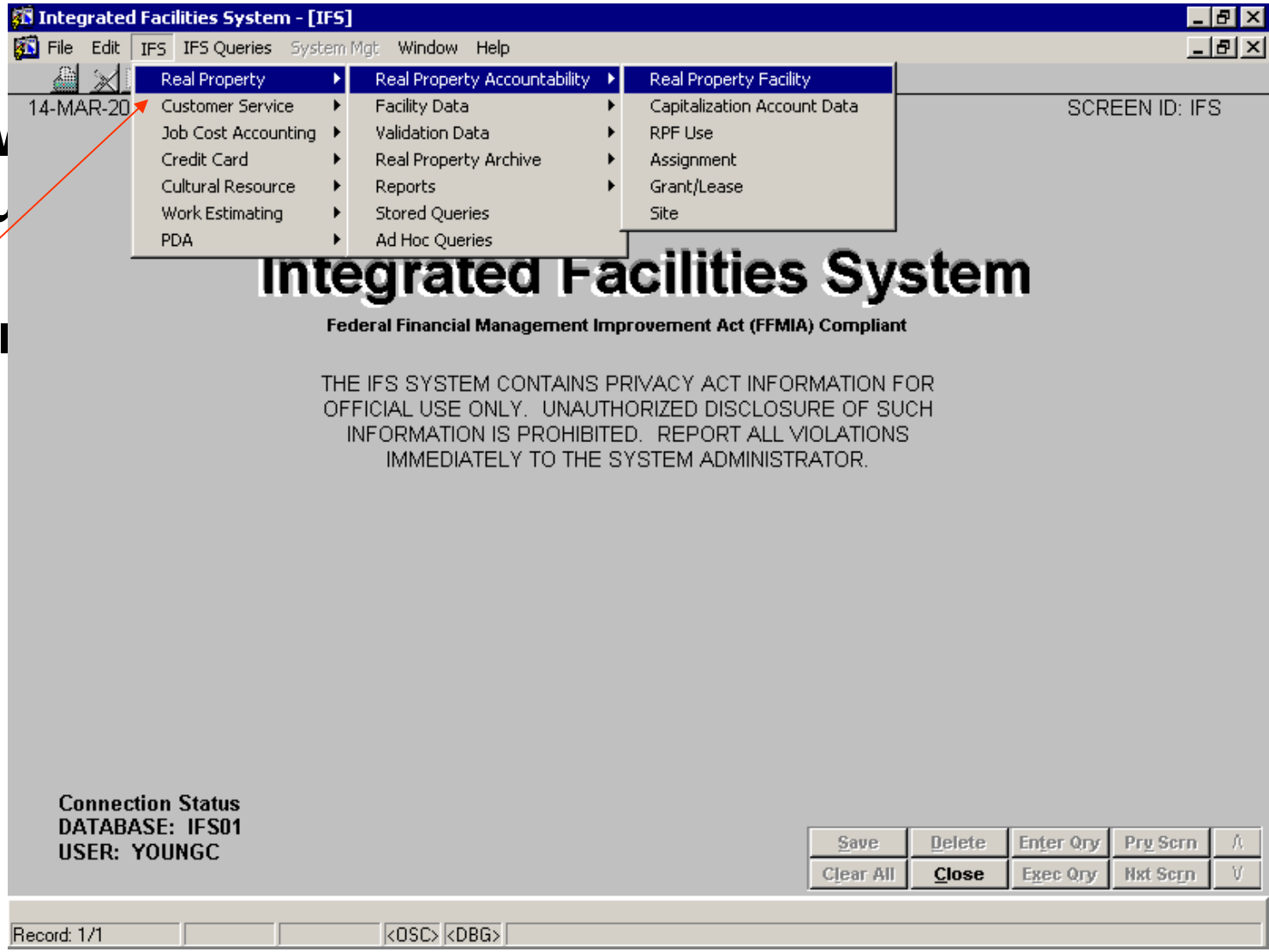
(The Following Slides serve as Reference to on-line session)

IFS Real Property Basics

- Drop-Down Menus
- Toolbars
- Help/Context Sensitive Help
- List of Values/Calendar
- Tabs
- Navigation Buttons
- List Buttons
- On-Screen Queries

Drop Dov
IFS Menu

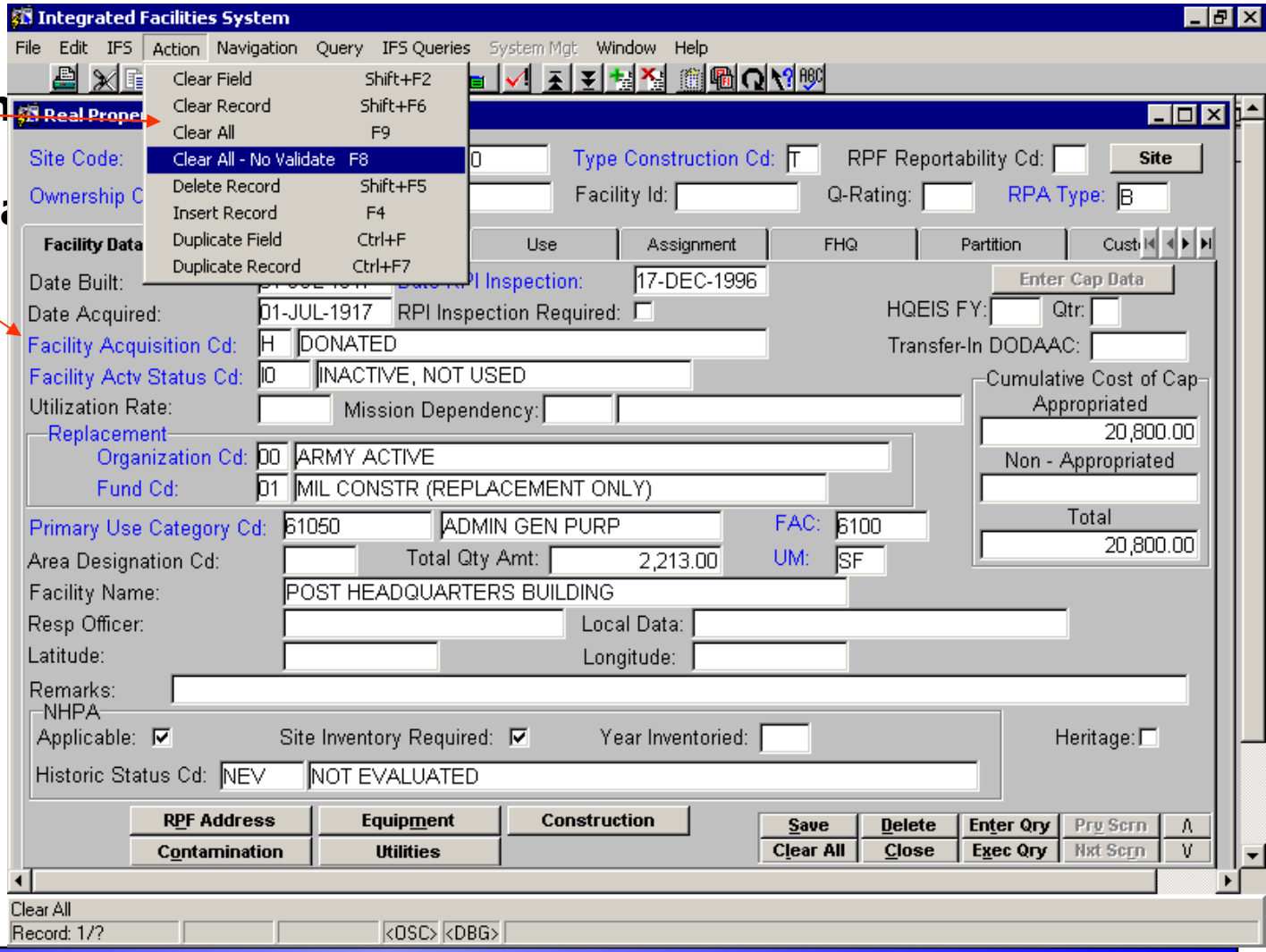
Main Me



UAT SCP 18-00 REAL PROPERTY TRAINING MARCH 2007

Drop Down Men

Mandatory Data (Blue)



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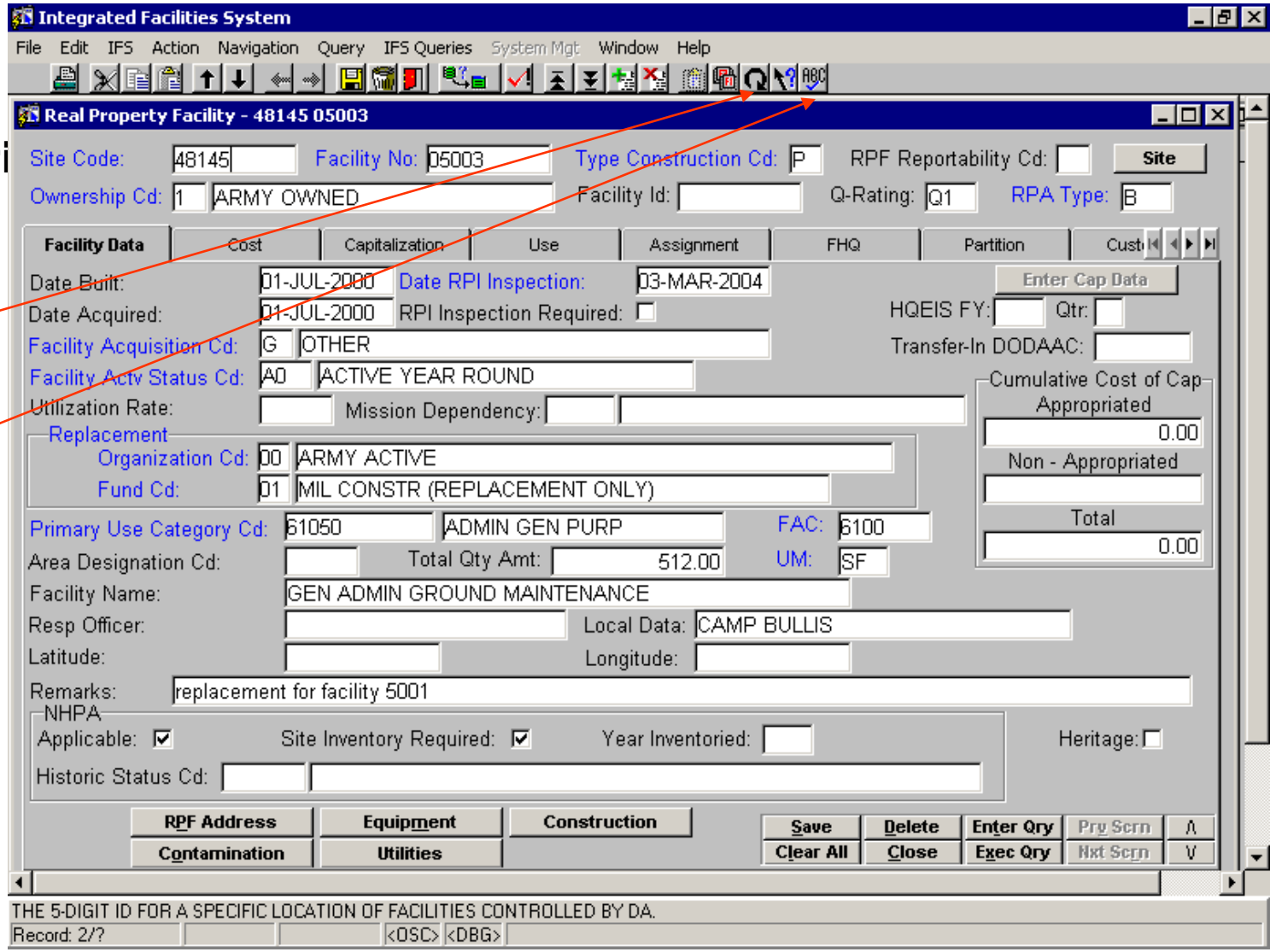
Toolbar opti

Examples

Refresh

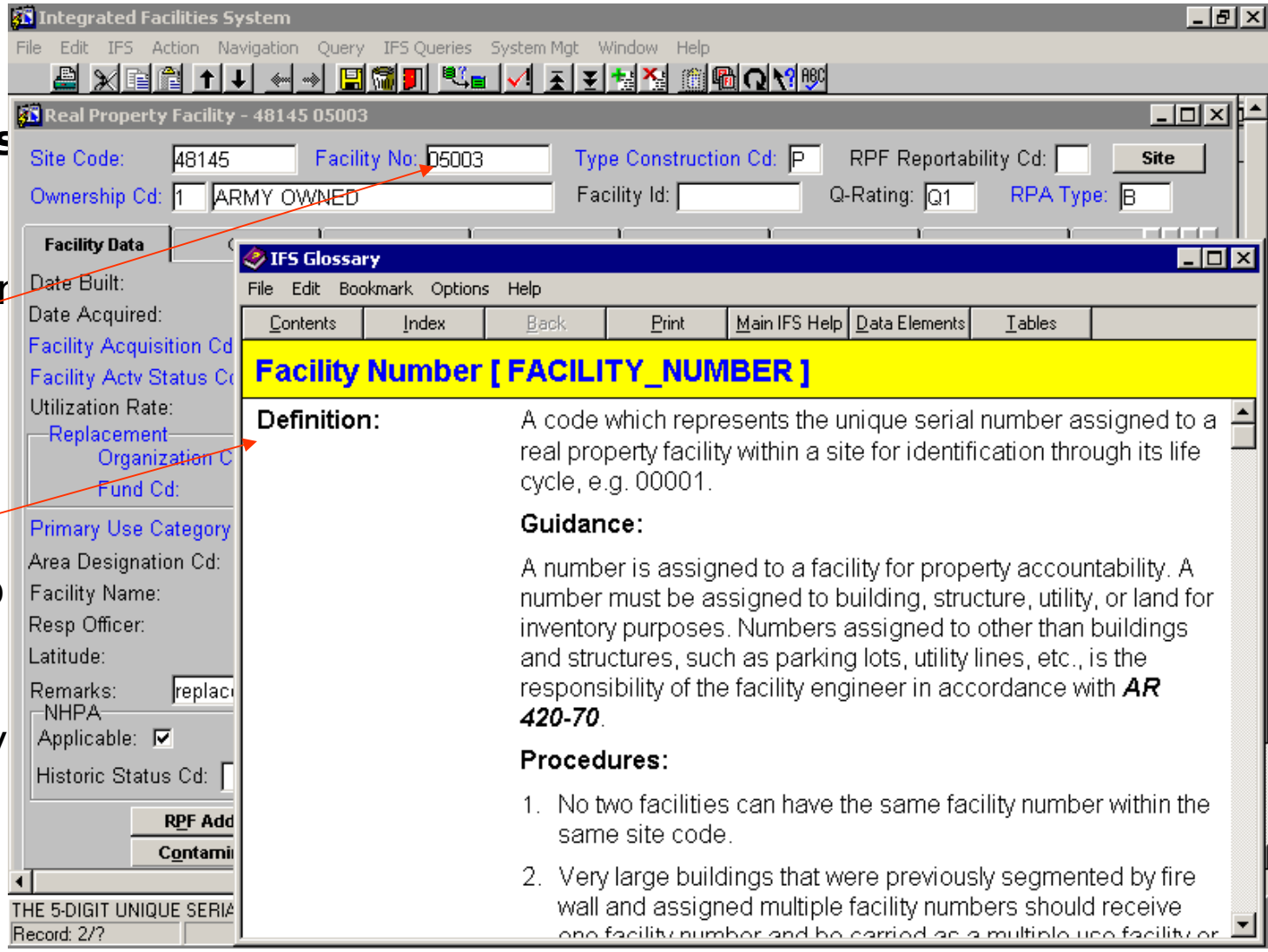
Spell Check


Integrated Facilities System
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
Real Property Facility - 48145 05003
Site Code: 48145 Facility No: 05003 Type Construction Cd: P RPF Reportability Cd: Site
Ownership Cd: 1 ARMY OWNED Facility Id: Q-Rating: Q1 RPA Type: B
Facility Data Cost Capitalization Use Assignment FHQ Partition Cust
Date Built: 01-JUL-2000 Date RPI Inspection: 03-MAR-2004 Enter Cap Data
Date Acquired: 01-JUL-2000 RPI Inspection Required: HQEIS FY: Qtr:
Facility Acquisition Cd: G OTHER Transfer-In DODAAC:
Facility Actv Status Cd: A0 ACTIVE YEAR ROUND
Utilization Rate: Mission Dependency:
Cumulative Cost of Cap
Appropriated 0.00
Non - Appropriated
Total 0.00
Replacement
Organization Cd: 00 ARMY ACTIVE
Fund Cd: 01 MIL CONSTR (REPLACEMENT ONLY)
Primary Use Category Cd: 61050 ADMIN GEN PURP FAC: 6100
Area Designation Cd: Total Qty Amt: 512.00 UM: SF
Facility Name: GEN ADMIN GROUND MAINTENANCE
Resp Officer: Local Data: CAMP BULLIS
Latitude: Longitude:
Remarks: replacement for facility 5001
NHPA
Applicable: Site Inventory Required: Year Inventoried: Heritage:
Historic Status Cd:
RPF Address Equipment Construction
Contamination Utilities
Save Delete Enter Qry Prv Scrn
Clear All Close Exec Qry Nxt Scrn
THE 5-DIGIT ID FOR A SPECIFIC LOCATION OF FACILITIES CONTROLLED BY DA.
Record: 2/?
<OSC> <DBG>

Context Sens
Help

Place Cursor ir
Data Field

Press F1 Key
and applicab
Glossary
Definition is
automatically
Selected


Integrated Facilities System
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
Real Property Facility - 48145 05003
Site Code: 48145
Facility No: 05003
Type Construction Cd: P
RPF Reportability Cd:
Site
Ownership Cd: 1 ARMY OWNED
Facility Id:
Q-Rating: Q1
RPA Type: B
Facility Data
Date Built:
Date Acquired:
Facility Acquisition Cd
Facility Actv Status Cd
Utilization Rate:
Replacement
Organization C
Fund Cd:
Primary Use Category
Area Designation Cd:
Facility Name:
Resp Officer:
Latitude:
Remarks:
NHPA
Applicable:
Historic Status Cd:
RPF Add
Contami
THE 5-DIGIT UNIQUE SERIA
Record: 2/?
IFS Glossary
File Edit Bookmark Options Help
Contents Index Back Print Main IFS Help Data Elements Tables
Facility Number [FACILITY_NUMBER]
Definition:
A code which represents the unique serial number assigned to a real property facility within a site for identification through its life cycle, e.g. 00001.
Guidance:
A number is assigned to a facility for property accountability. A number must be assigned to building, structure, utility, or land for inventory purposes. Numbers assigned to other than buildings and structures, such as parking lots, utility lines, etc., is the responsibility of the facility engineer in accordance with AR 420-70.
Procedures:
1. No two facilities can have the same facility number within the same site code.
2. Very large buildings that were previously segmented by fire wall and assigned multiple facility numbers should receive

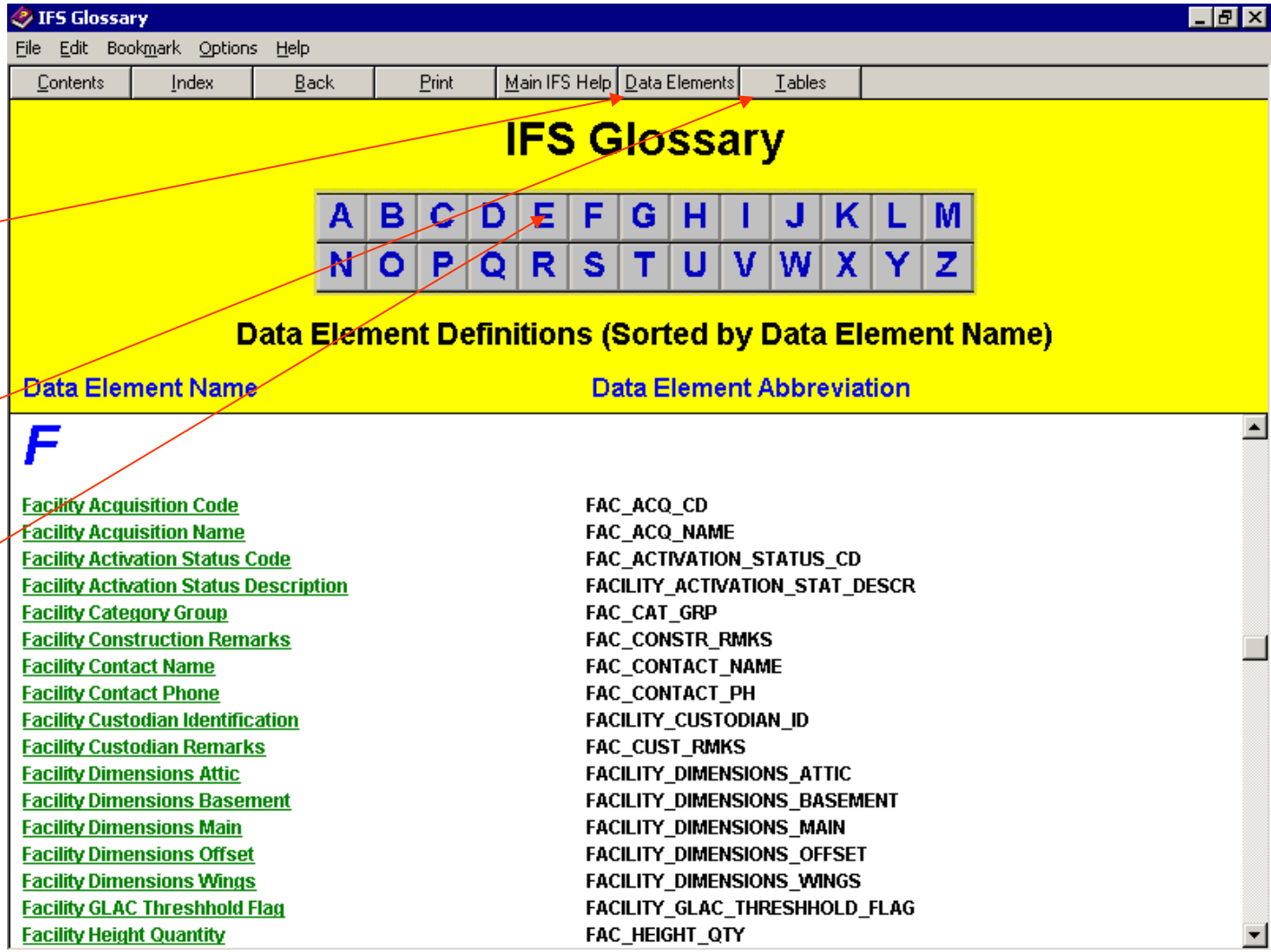
Glossary

Can select to view

Data Elements

Tables

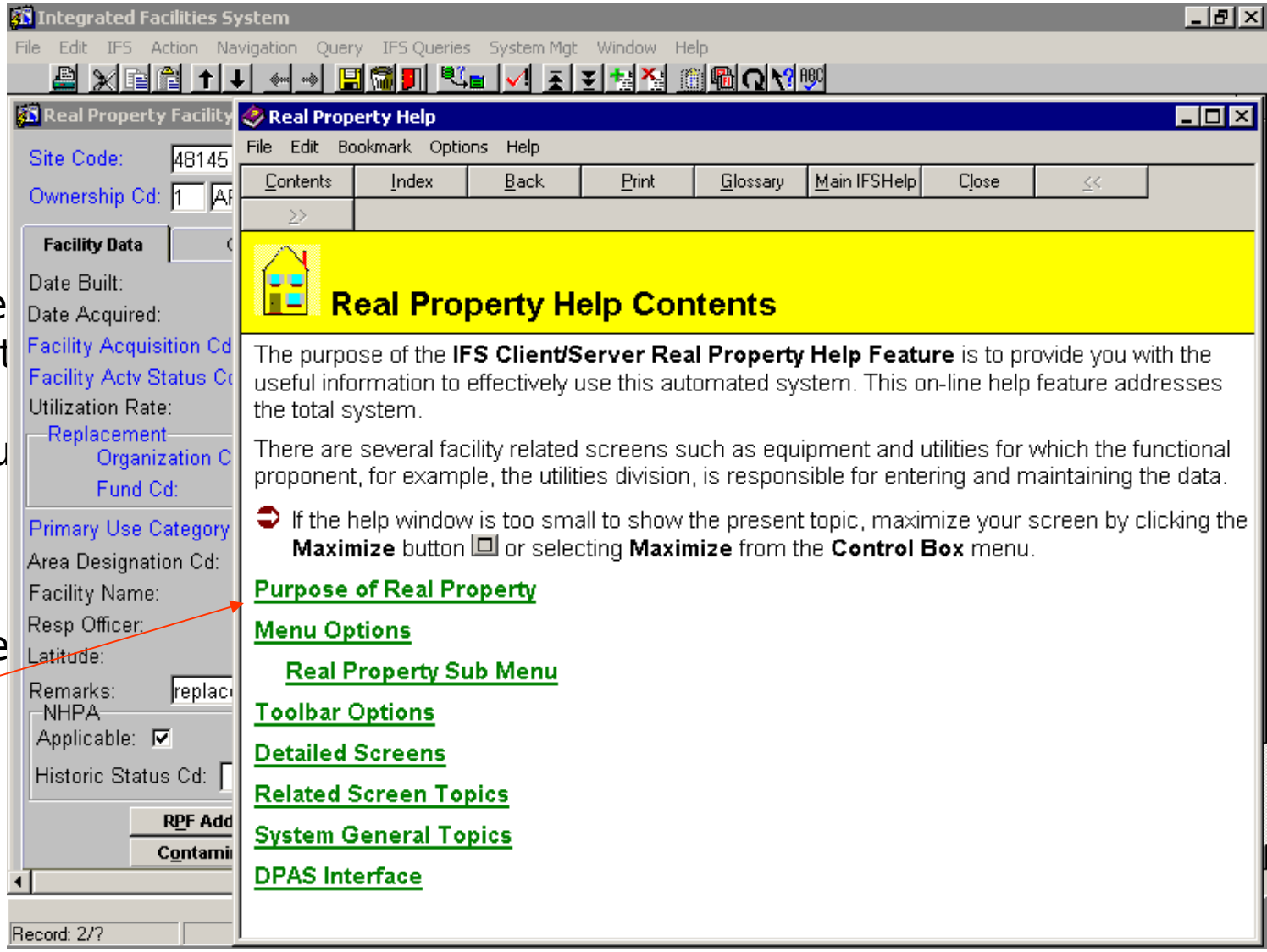
Simple Look-up


IFS Glossary
File Edit Bookmark Options Help
Contents Index Back Print Main IFS Help Data Elements Tables
IFS Glossary
A B C D E F G H I J K L M
N O P Q R S T U V W X Y Z
Data Element Definitions (Sorted by Data Element Name)
Data Element Name
Data Element Abbreviation
F
Facility Acquisition Code FAC_ACQ_CD
Facility Acquisition Name FAC_ACQ_NAME
Facility Activation Status Code FAC_ACTIVATION_STATUS_CD
Facility Activation Status Description FACILITY_ACTIVATION_STAT_DESCR
Facility Category Group FAC_CAT_GRP
Facility Construction Remarks FAC_CONSTR_RMKS
Facility Contact Name FAC_CONTACT_NAME
Facility Contact Phone FAC_CONTACT_PH
Facility Custodian Identification FACILITY_CUSTODIAN_ID
Facility Custodian Remarks FAC_CUST_RMKS
Facility Dimensions Attic FACILITY_DIMENSIONS_ATTIC
Facility Dimensions Basement FACILITY_DIMENSIONS_BASEMENT
Facility Dimensions Main FACILITY_DIMENSIONS_MAIN
Facility Dimensions Offset FACILITY_DIMENSIONS_OFFSET
Facility Dimensions Wings FACILITY_DIMENSIONS_WINGS
Facility GLAC Threshhold Flag FACILITY_GLAC_THRESHHOLD_FLAG
Facility Height Quantity FAC_HEIGHT_QTY

On Line Screen Help

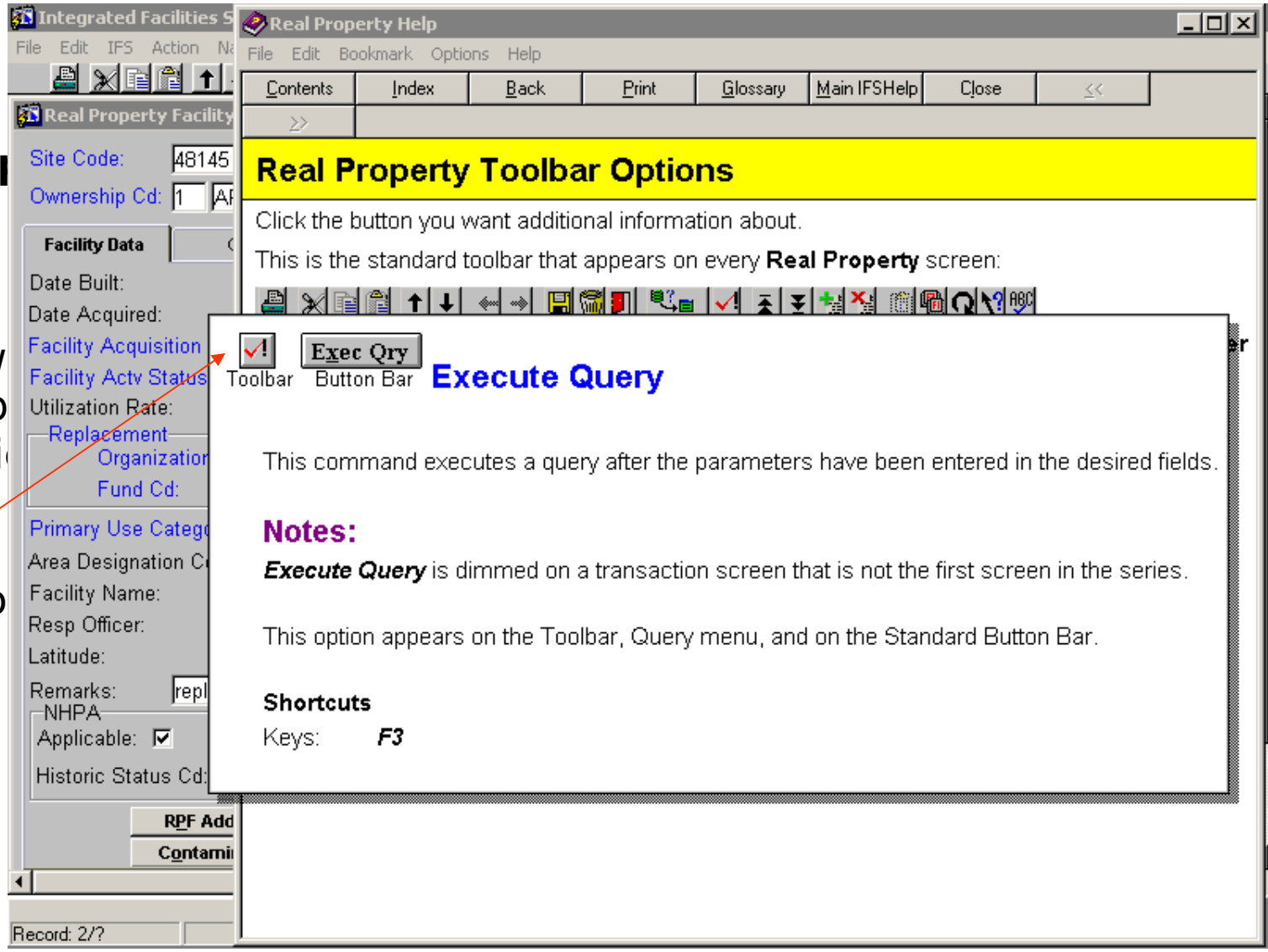
When Help is selected while in Real Propert The Main Real Property Menu Appears

You may sele any item


Integrated Facilities System
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
Real Property Facility
Site Code: 48145
Ownership Cd: 1
Facility Data
Date Built:
Date Acquired:
Facility Acquisition Cd
Facility Actv Status Cd
Utilization Rate:
Replacement
Organization C
Fund Cd:
Primary Use Category
Area Designation Cd:
Facility Name:
Resp Officer:
Latitude:
Remarks:
NHPA
Applicable:
Historic Status Cd:
RPF Add
Contami
Record: 2/?
Real Property Help
File Edit Bookmark Options Help
Contents Index Back Print Glossary Main IFSHelp Close
Real Property Help Contents
The purpose of the IFS Client/Server Real Property Help Feature is to provide you with the useful information to effectively use this automated system. This on-line help feature addresses the total system.
There are several facility related screens such as equipment and utilities for which the functional proponent, for example, the utilities division, is responsible for entering and maintaining the data.
If the help window is too small to show the present topic, maximize your screen by clicking the Maximize button or selecting Maximize from the Control Box menu.
Purpose of Real Property
Menu Options
Real Property Sub Menu
Toolbar Options
Detailed Screens
Related Screen Topics
System General Topics
DPAS Interface

On Line Screen Help

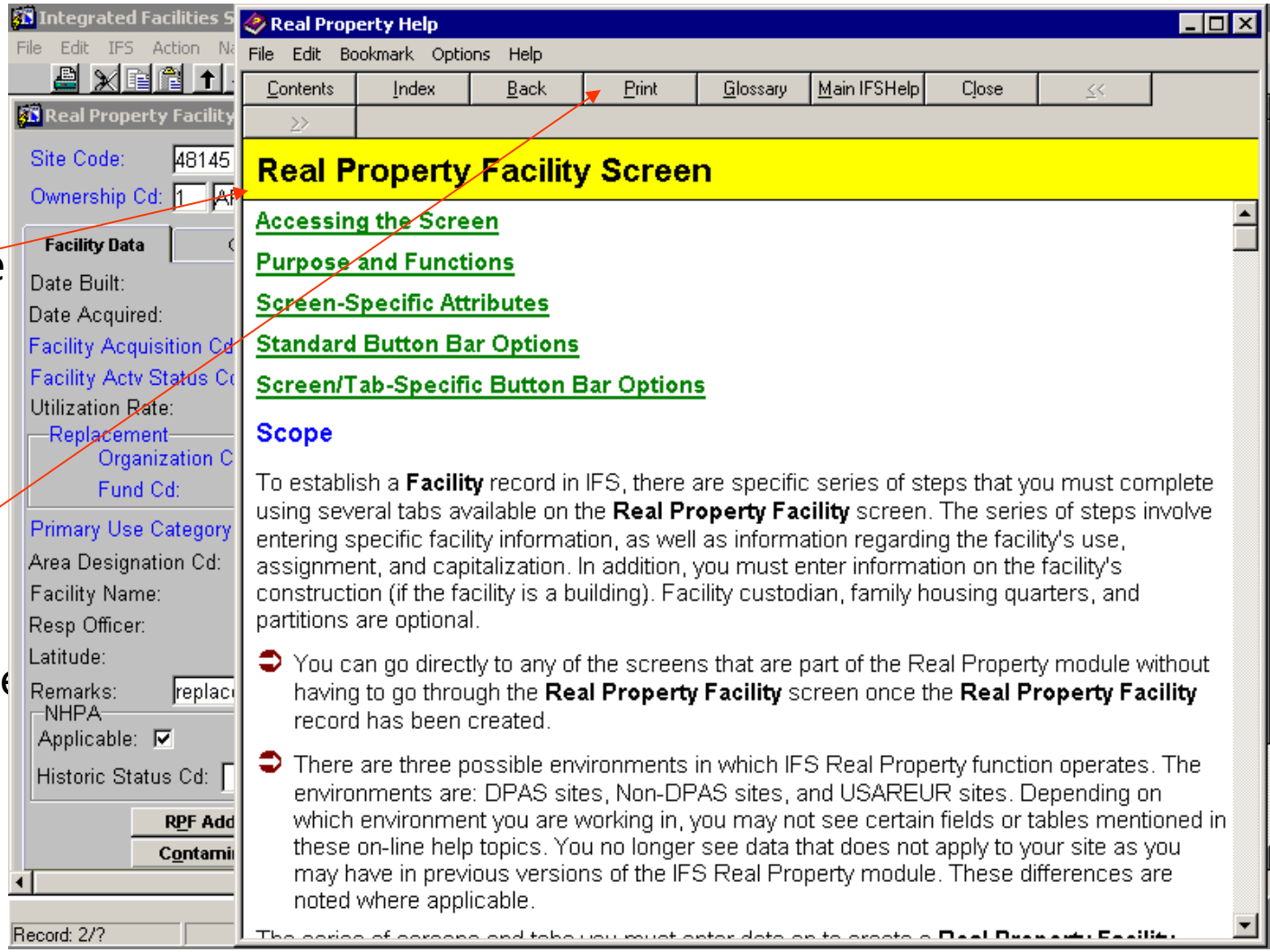
If you select Toolbars, it w display samp Toolbars, whi actively will display what each selectio means



On Line Screen Help

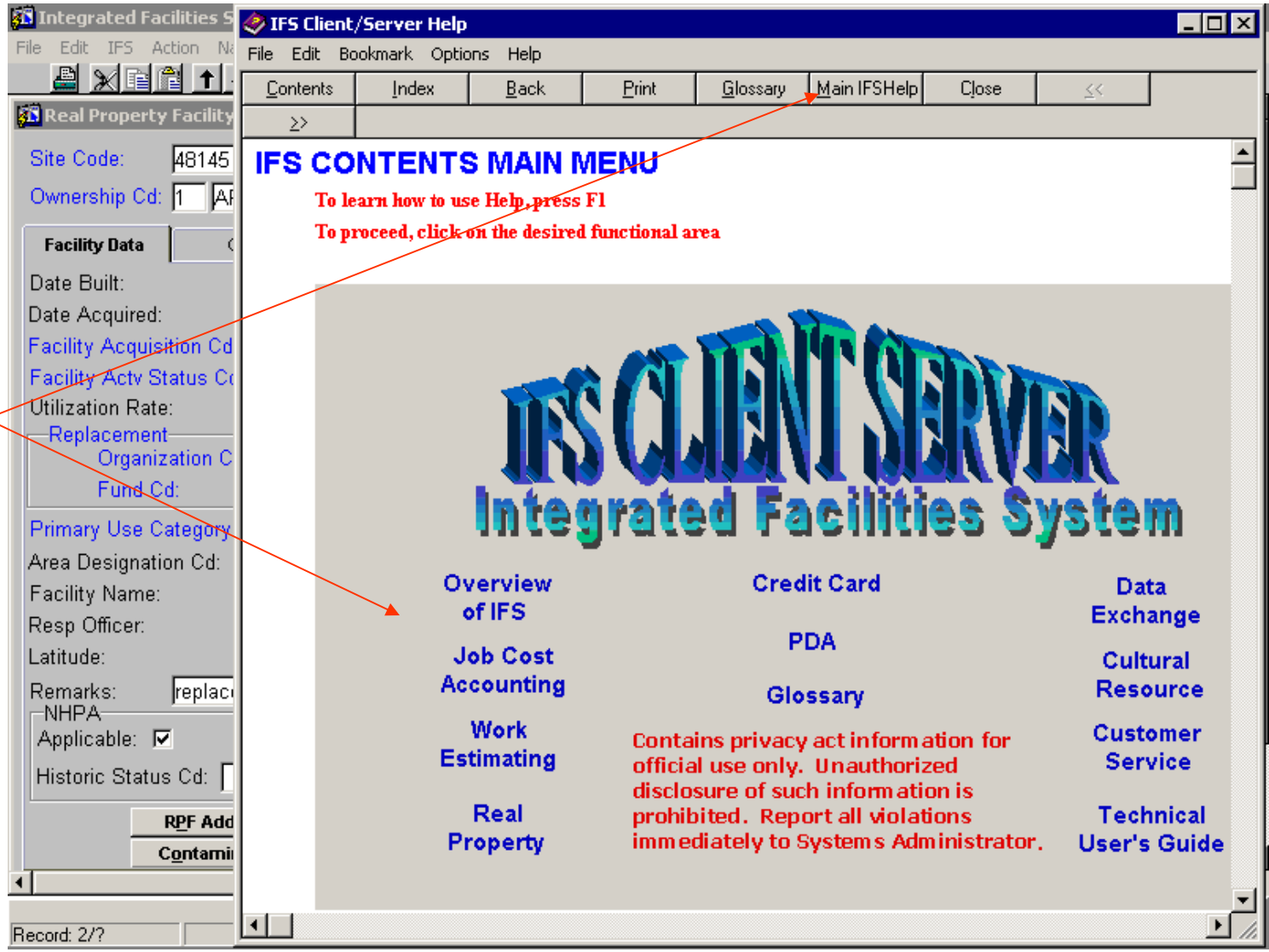
Detailed guidance is provided for each screen and Tab in the system

Can use **PRINT** Button to create Hardcopy Docume For those areas Most Commonly Accessed.


Integrated Facilities S
File Edit IFS Action Na
Real Property Facility
Site Code: 48145
Ownership Cd: 1
Facility Data
Date Built:
Date Acquired:
Facility Acquisition Cd
Facility Actv Status Cd
Utilization Rate:
Replacement
Organization C
Fund Cd:
Primary Use Category
Area Designation Cd:
Facility Name:
Resp Officer:
Latitude:
Remarks: replac
NHPA
Applicable:
Historic Status Cd:
RPF Add
Contamii
Record: 2/?
Real Property Help
File Edit Bookmark Options Help
Contents Index Back Print Glossary Main IFSHelp Close
Real Property Facility Screen
Accessing the Screen
Purpose and Functions
Screen-Specific Attributes
Standard Button Bar Options
Screen/Tab-Specific Button Bar Options
Scope
To establish a Facility record in IFS, there are specific series of steps that you must complete using several tabs available on the Real Property Facility screen. The series of steps involve entering specific facility information, as well as information regarding the facility's use, assignment, and capitalization. In addition, you must enter information on the facility's construction (if the facility is a building). Facility custodian, family housing quarters, and partitions are optional.
You can go directly to any of the screens that are part of the Real Property module without having to go through the Real Property Facility screen once the Real Property Facility record has been created.
There are three possible environments in which IFS Real Property function operates. The environments are: DPAS sites, Non-DPAS sites, and USAREUR sites. Depending on which environment you are working in, you may not see certain fields or tables mentioned in these on-line help topics. You no longer see data that does not apply to your site as you may have in previous versions of the IFS Real Property module. These differences are noted where applicable.

On Line Screen Help

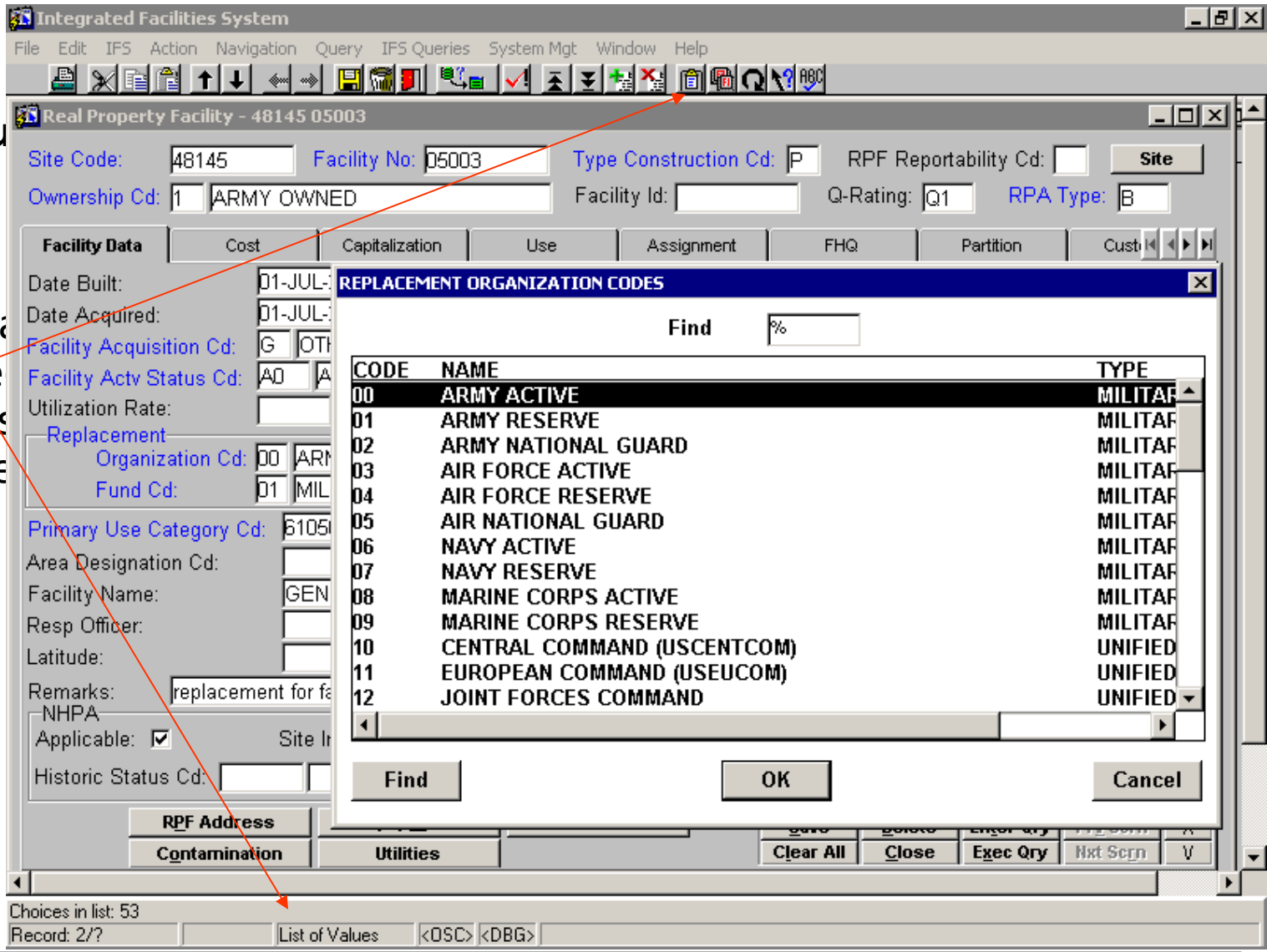
Pressing **Main IFS Help** button provides master menu with access to HELP for ALL Areas of IFS



List of Valu

When enteri
or Querying
on a field tha
has a define
Set of values
you may use
the system
List Values
Feature to
select valid
Values

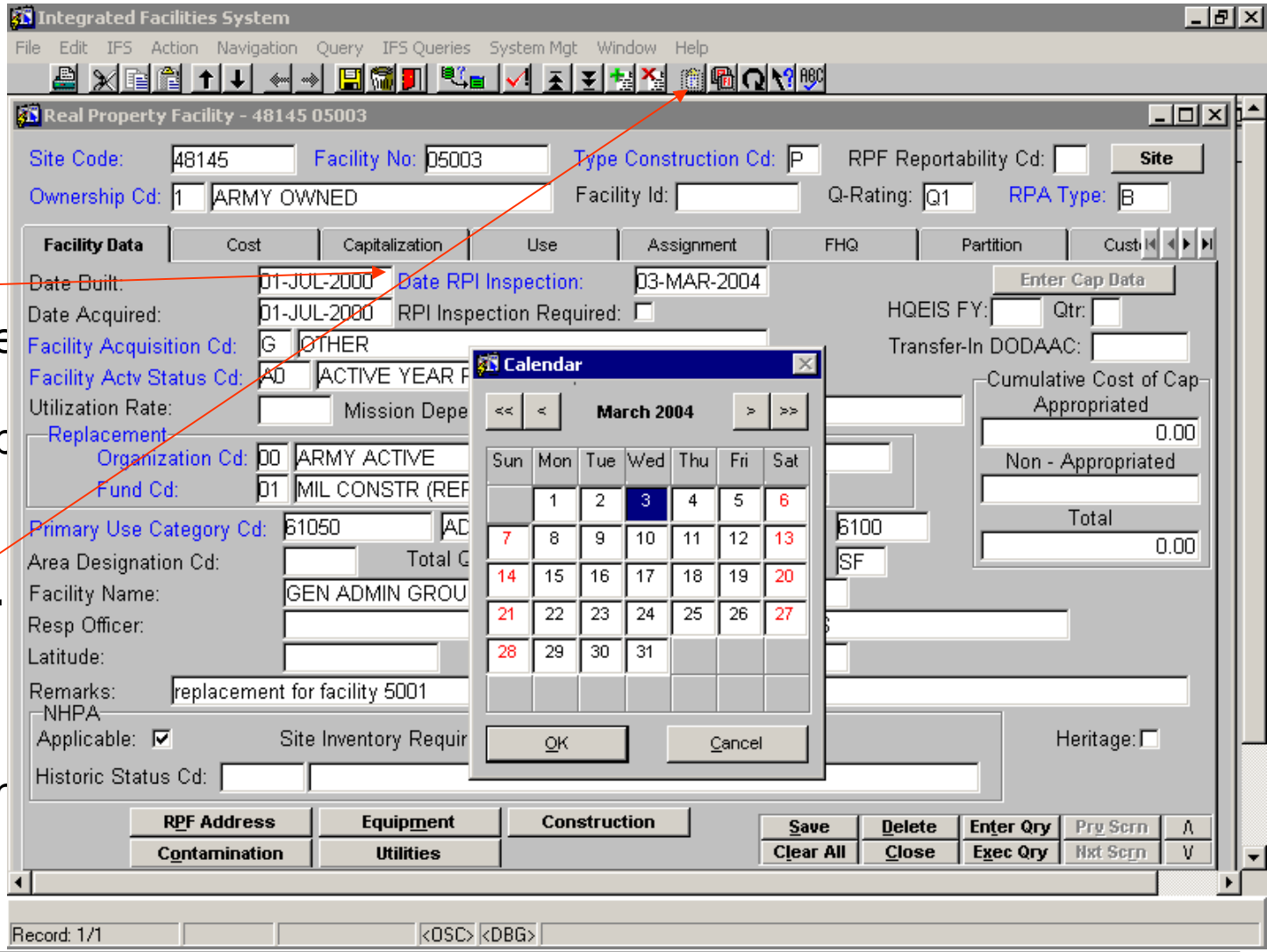
F11 Key
or
Toolbar



Calendar functions

All Date Fields in IFS- you have the ability to invoke a pop-up calendar by using the list values key **F11** or toolbar

NOTE – ALL Dates are enter in Format DD-MMM-YYYY



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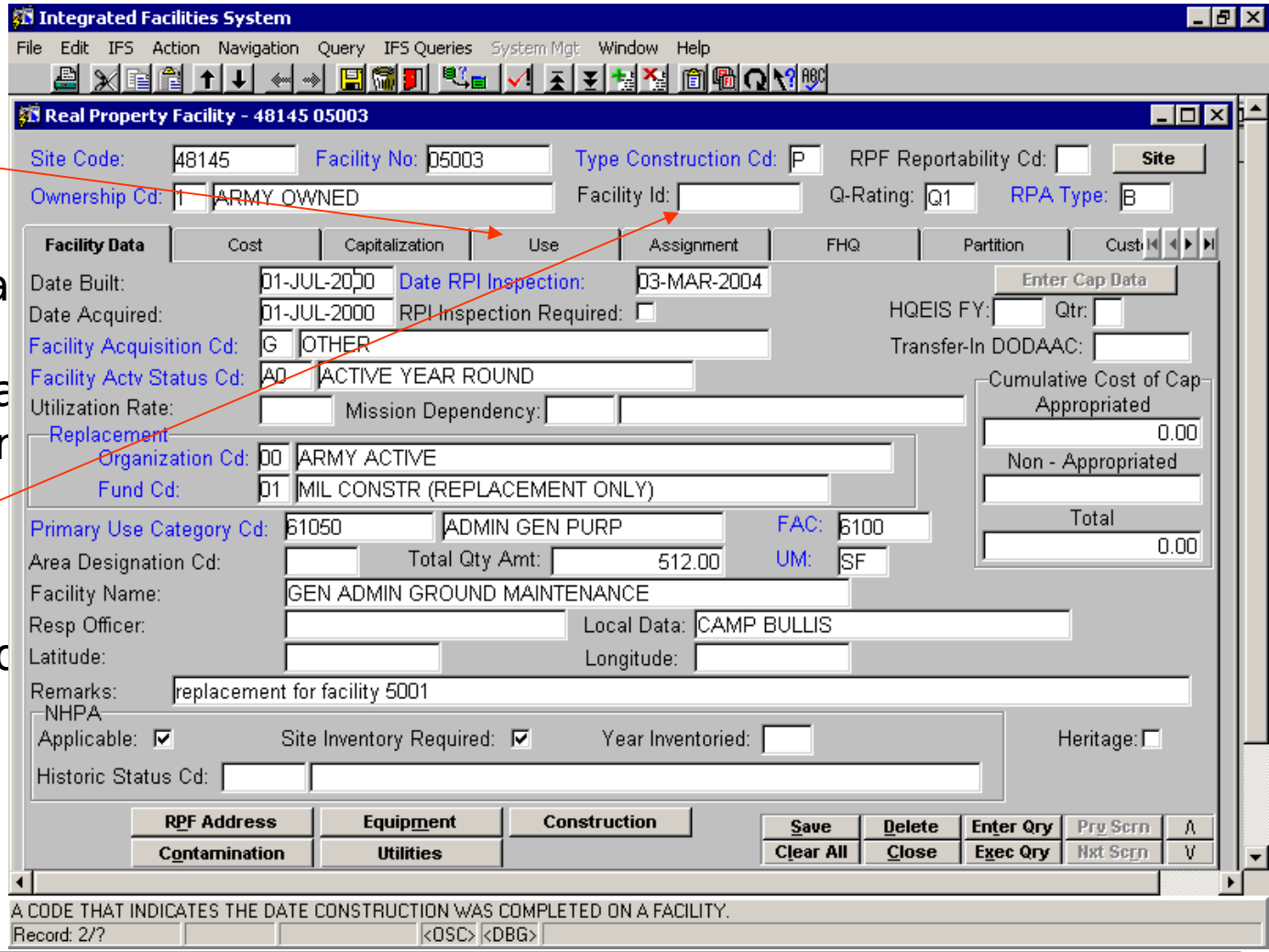
Use of:
Tabs

Tabs provide you the ability to insta view and/or input data for many rela records on one for

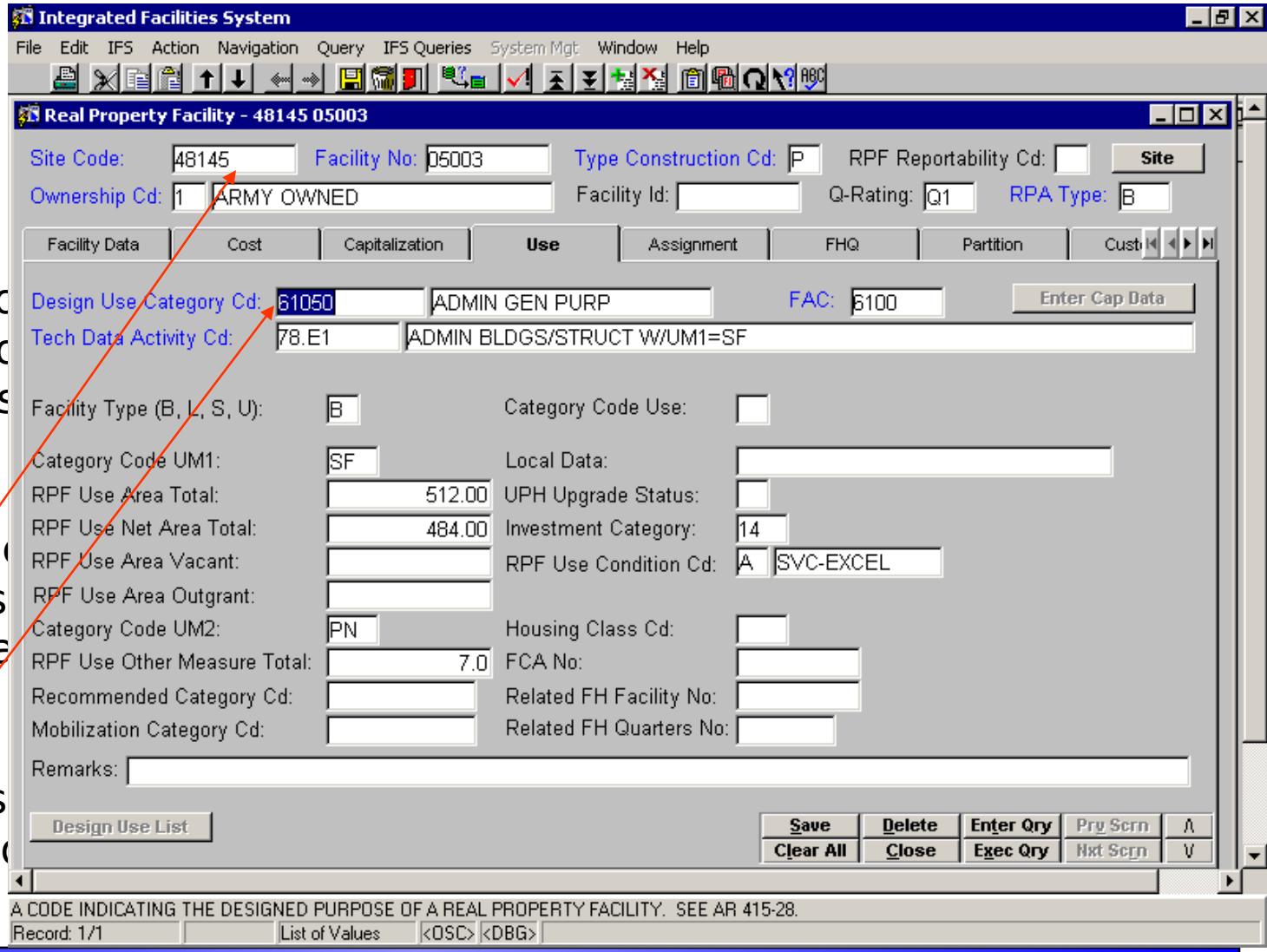
Header Data (above Tabs) is constant, regard of Tab selected



Cursor Placement
It is Extremely important to pay attention to where the cursor is during inserts and especially Deletes

Cursor in Head
(inserts/deletes entire Forms Da

Cursor in Tab
(inserts/deletes only Tab Related Data



On Screen Queries

You may query for the presence of one or more fields on a form

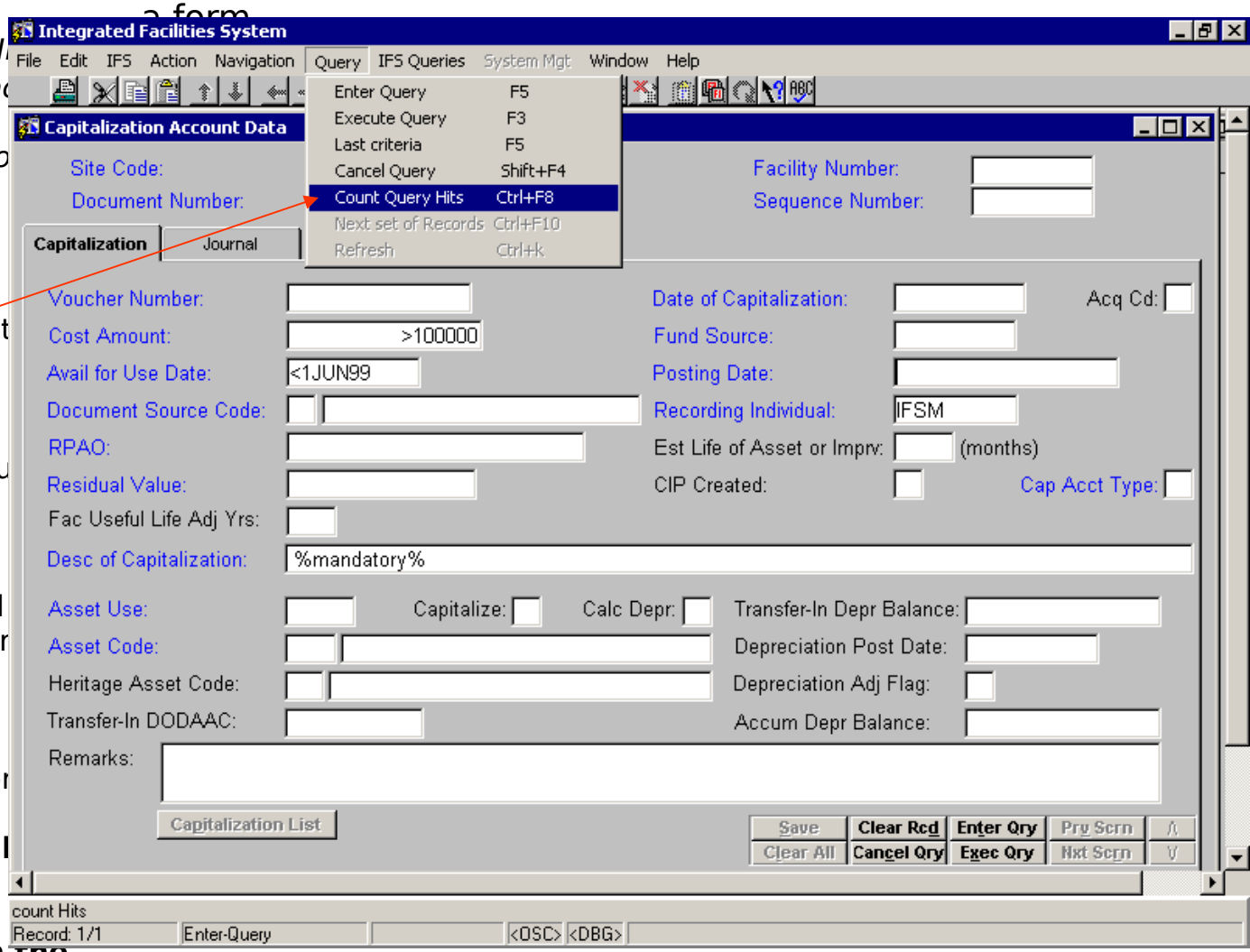
NOTE- *Not ALL Fields in I may be Queried: If you plac cursor in field and cannot enter data, then you canno query on that field.*

You may also Count the Number of Records meeting the condition, that will be retrieved

If you execute the query without specifying any valu Then all records will be retrieved.

This example will select all Capitalization records wher
Cost Amt greater 100,000
Avail Date prior to 1JUN99
Record Individual = IFSM
Desc containing "mandator

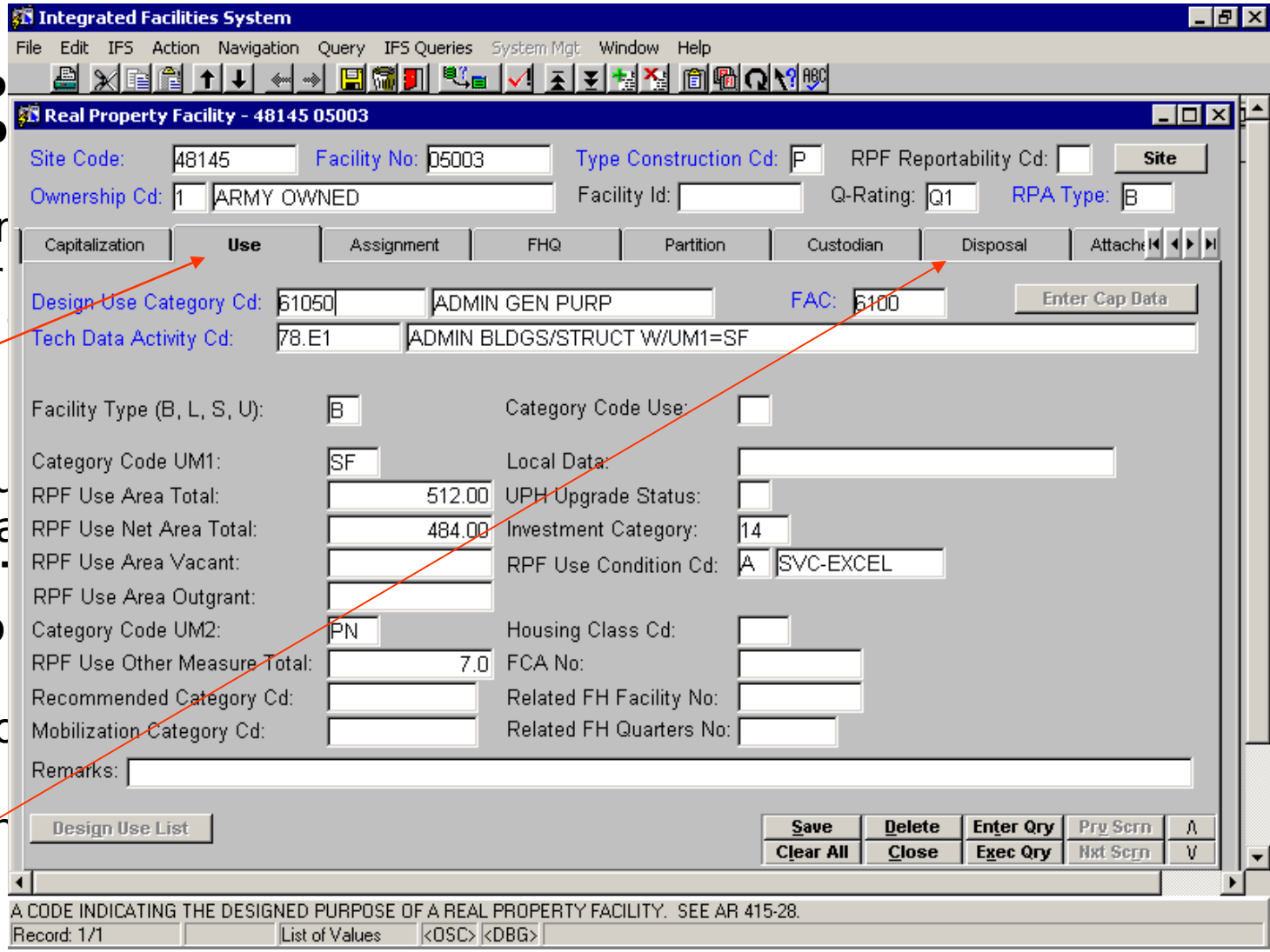
NOTE –you may use % al in a field to select ALL records containing any value in the field



Querying Reco
Forms vs. Tab

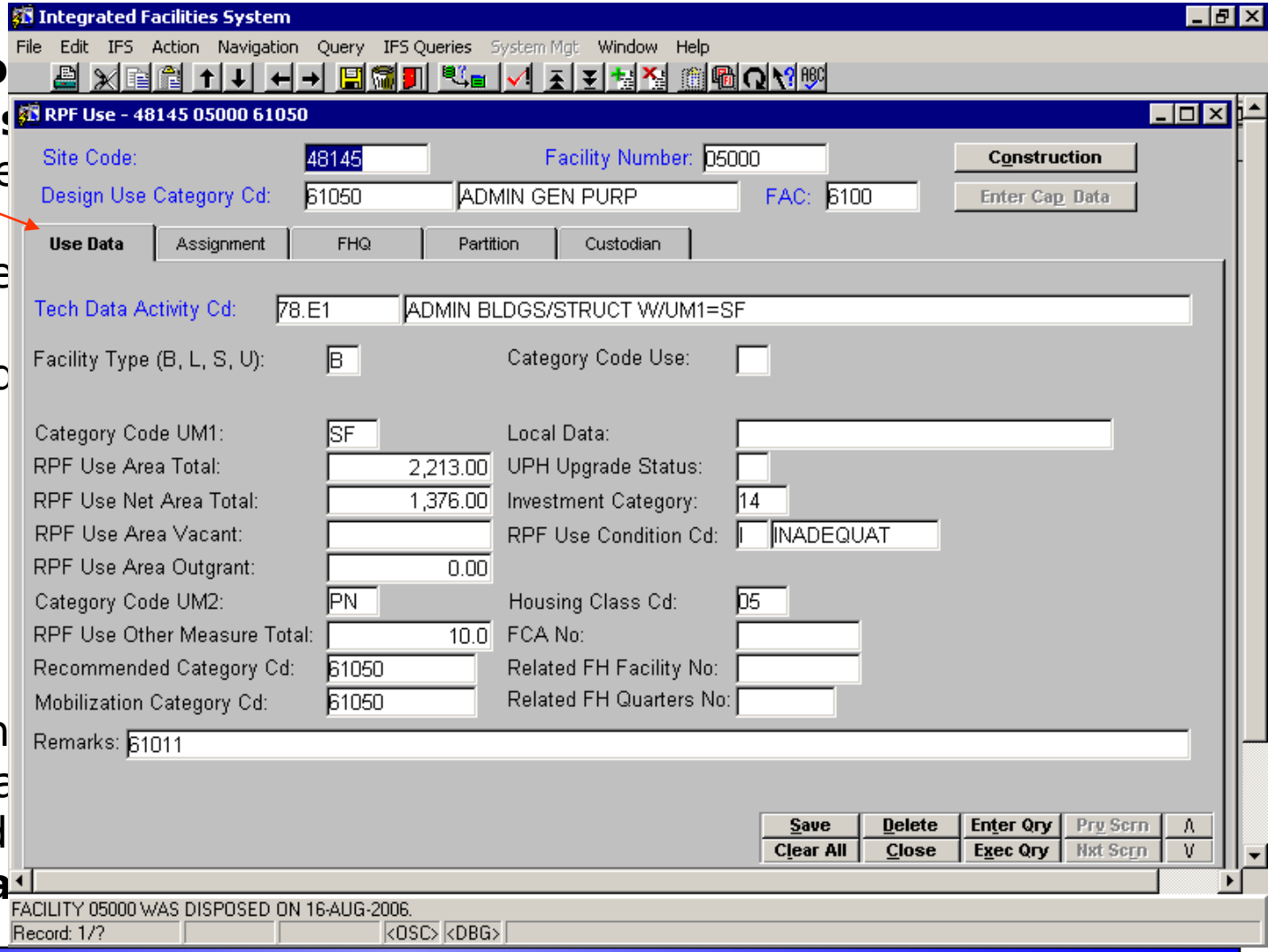
Although you r
view and enter
data on any of
Tabs of a form;

You can only qu
on Header Data
the **LEFT-MOS**
MASTER Tab o
each Form.
EXCEPTION-yo
may query on
Disposal Tab or
Facility Form



Querying Reco
Forms vs. Tabs

For example the Use Tab Data displayed on the Previous Slide Can be retrieved USE Form. This will allow Querying any Header Data or data on the **LEFT-MOST** or **MASTER** Tab on Form. (In this ca you may query d on the **Use Data**



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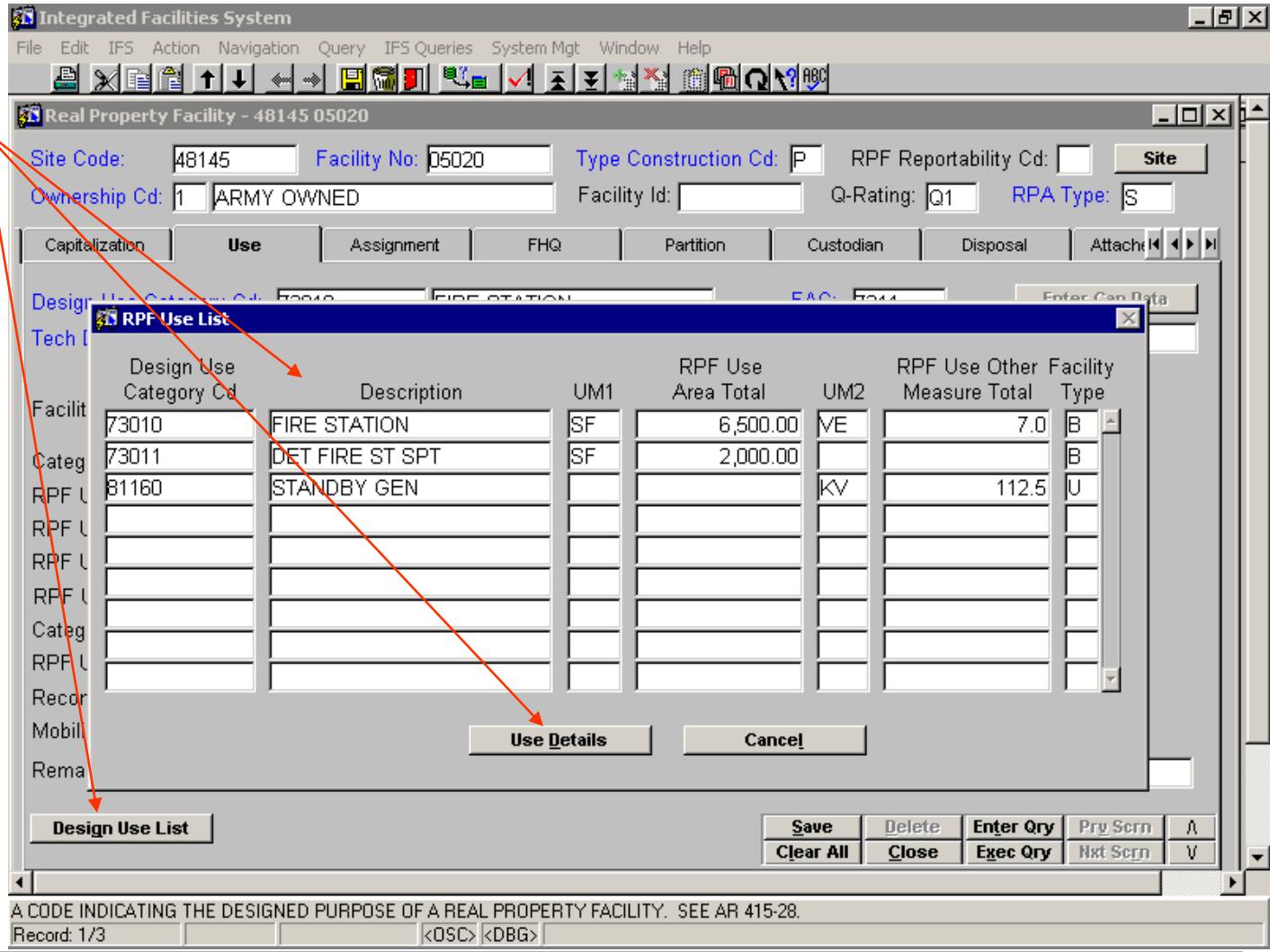
Use of:
List Buttons

List buttons provide
A view of a group of
records and rapid
access to a specific
record within the
Group



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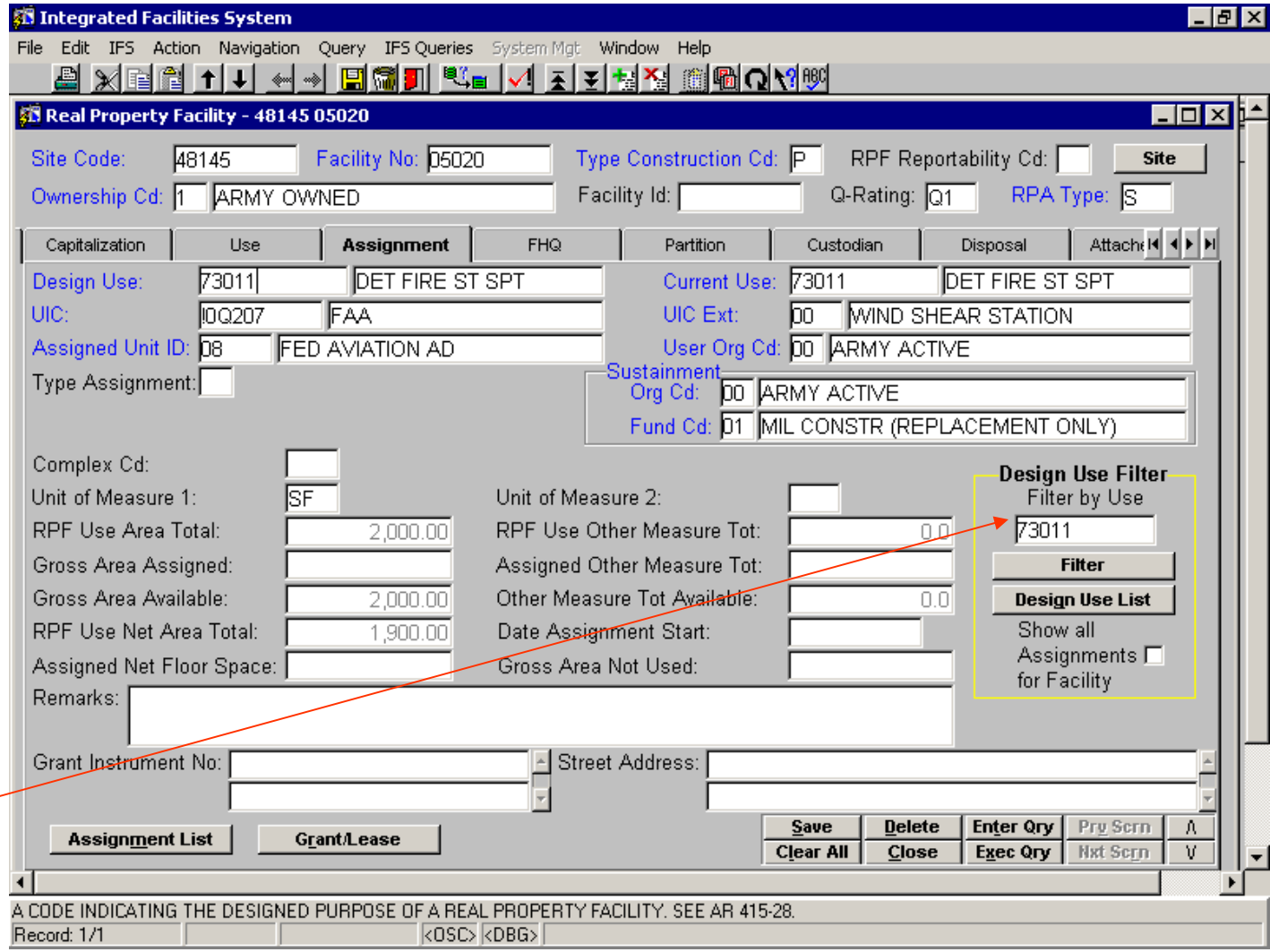
Use of:
Filters

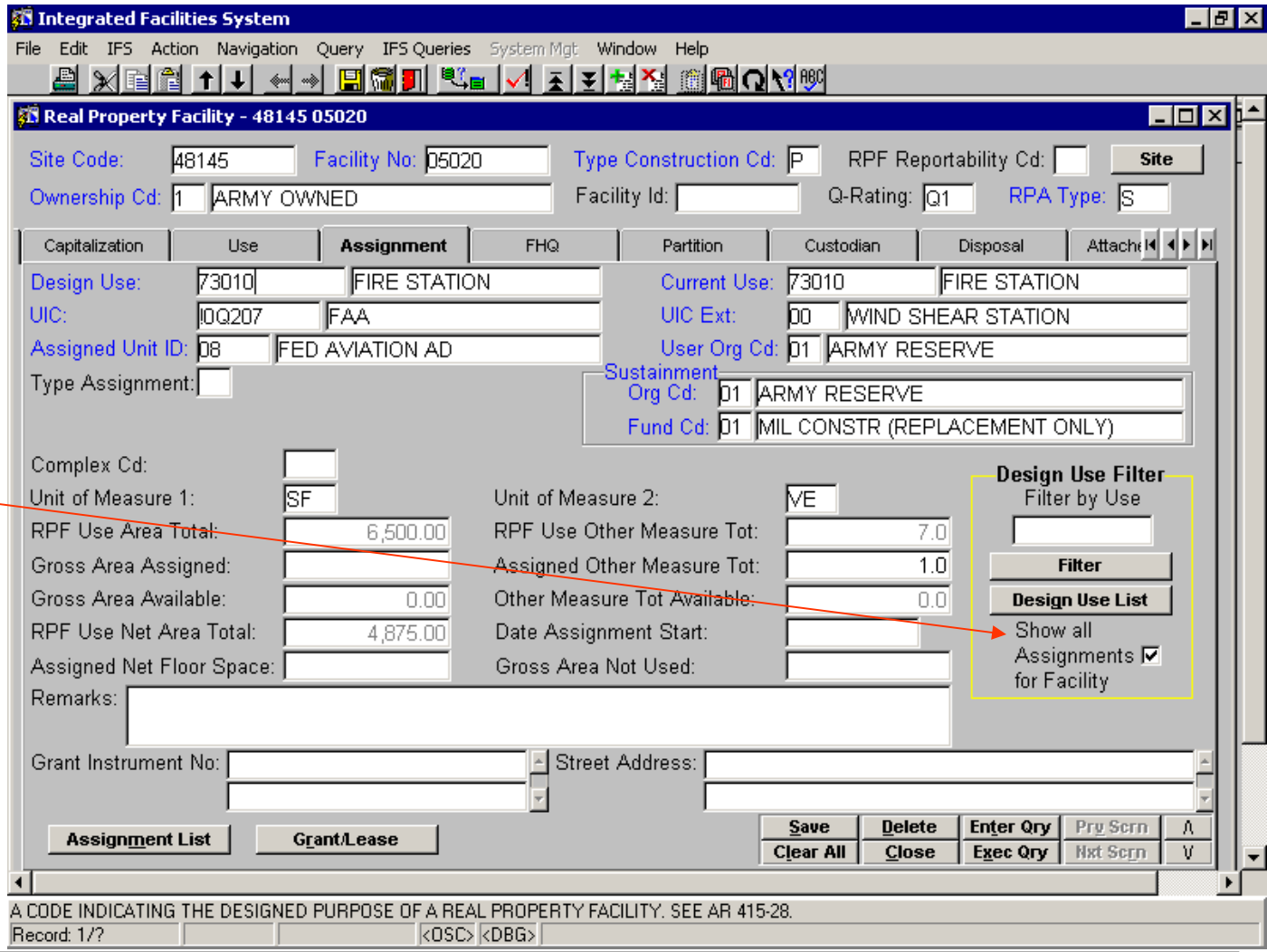
Filters indicate that the records selected are only those records
pplicable
to the specific filter value.

In this example, only Assignment Records
ssociated
to Design Use
qual



Use of:
Filters

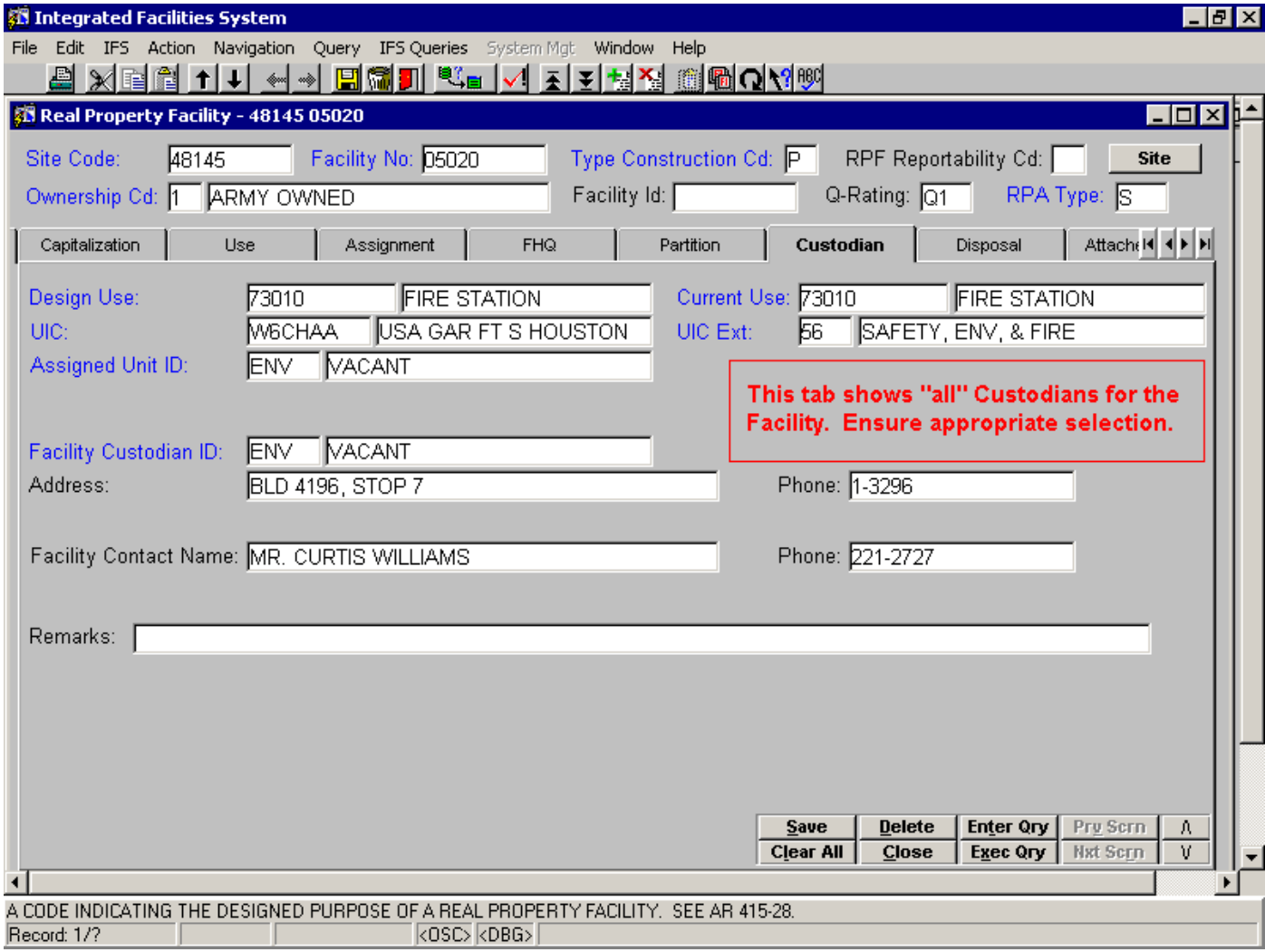
If you select
Show
all Assignments
for Facility", then
the system
trieves
all assignments
regardless of the
associated Design
se



Use of:

Tabs without Filters

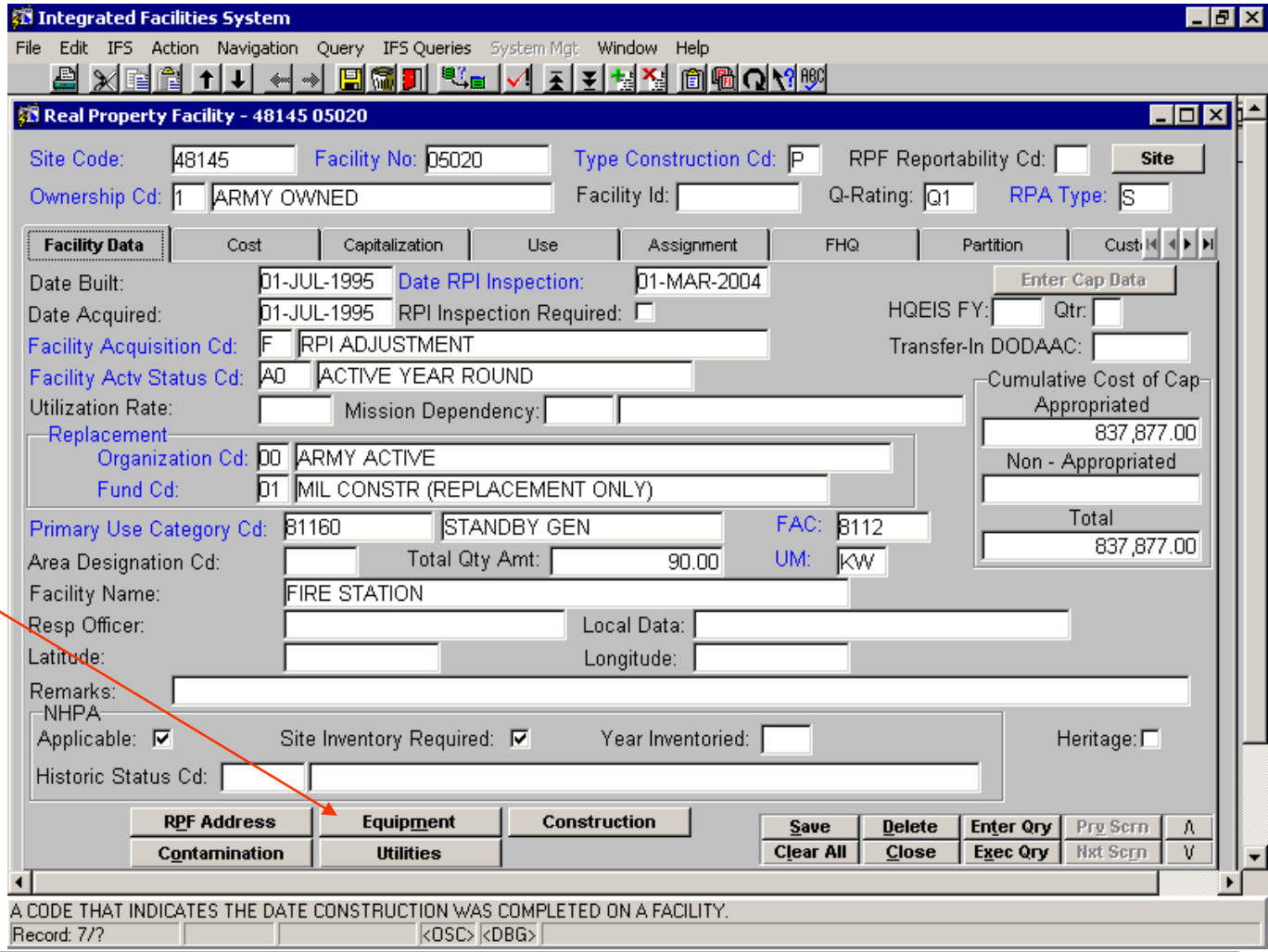
It is important to note that if a Tab is not filtered, then the records retrieved will be ALL Records regardless of other selection criteria.



Navigation Buttons

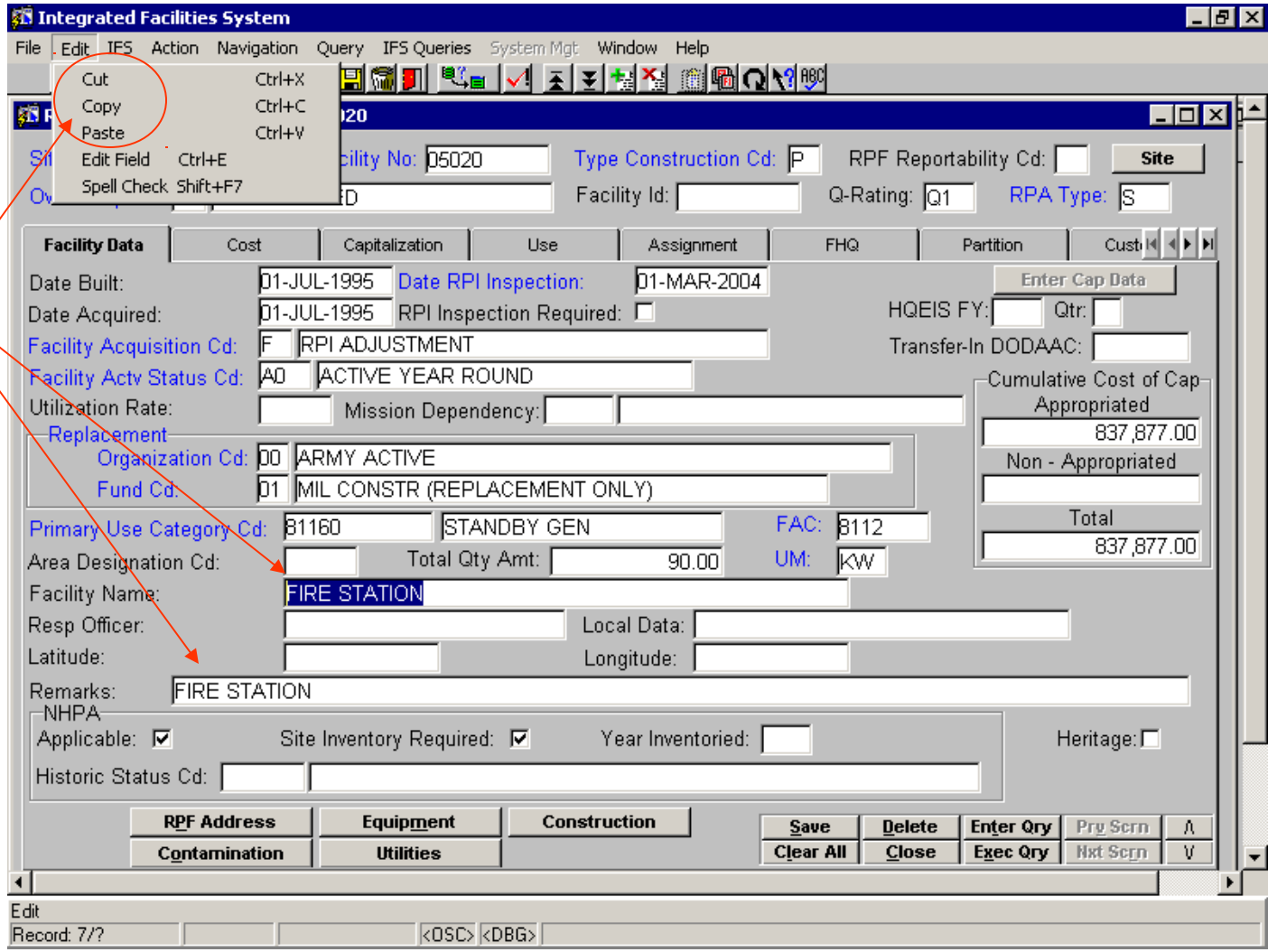
These buttons will actually Launch you to a New related Form (Screen) while keeping open the session on the Screen you are Launching from.

This is Different From



Copy/Paste

You may Copy data From one field and Paste It in another field, by using the EDIT Drop Down menu or appropriate Function Keys:



Practical Exercise

IFS Basics

Practical Exercise IFS Basics

1. When looking at any form/screen in IFS, how can you quickly determine what data is Always Mandatory?

2. What is the Field Length of Remarks on the Facility Data Tab of the Real Property Facility Form?

   What is the easiest Way to find this information?

3. What does the first sentence of **Screen Help** for the Real Property Facility Screen state? How did you determine this?

4. Using the **List Values** Feature .. How many unique Facility Activation Status Codes are there?

5. How many Facility Records with a **Primary Use** of 61050 are there for SITE 48145? How did you determine this?

6. What is the Site Name of Site 48159? How did you determine this?

Practical Exercise IFS Basics

7. What is the Facility Number of the only Relocatable Facility (Type Construction=R) that has a Year Built of
   1 JUL 1983? How did you determine this?

7. How many Facility Records are there where the Facility Name BEGINS with “POST”
   How did you determine this?

9. In Help, determine how many primary areas are available through the Main IFS Menu?

10. Using Help, determine the data elements that are included in the Complex Table.

    List Them: How did you determine?

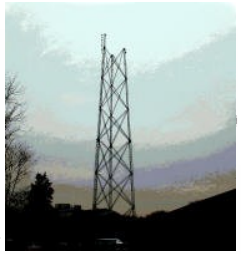
11. What Key(s) do you use to:

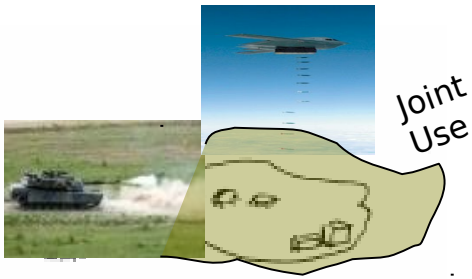
    a. Insert Record?
    b. Enter Query?
    c. Delete Record?
    d. Save Record?

    How did you determine?

Installations and Sites

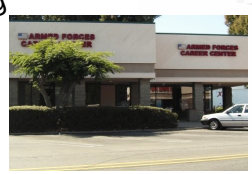
Inleased Locations
Antenna space
Office space





Joint Use

Store front Recruiting Office



Govt owned tower and land

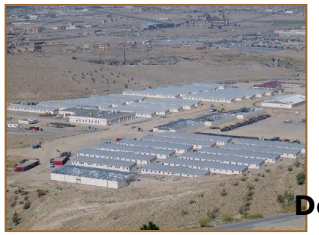
GOCO

Private owner Government land

Army owned bldg

on leased land

DeCA commissary



Down Range

Subsurface interest

Army Installation Definition

- An aggregation of mission supporting real property holdings commanded by a centrally-selected commander
  - may be made of one or more sites
  - "virtual" or notional installations
    - State and Territorial NG
    - Reserve RRCs
- Installations represent management organizations with a mission

DAIM-ZA Memo, dtd 2 Dec 05, subject: Installation and Site Policy Memorandum

Site Definition

A site is a physically defined location which can be supported by a legal cadastral* survey. It can be owned, leased or otherwise possessed or used.

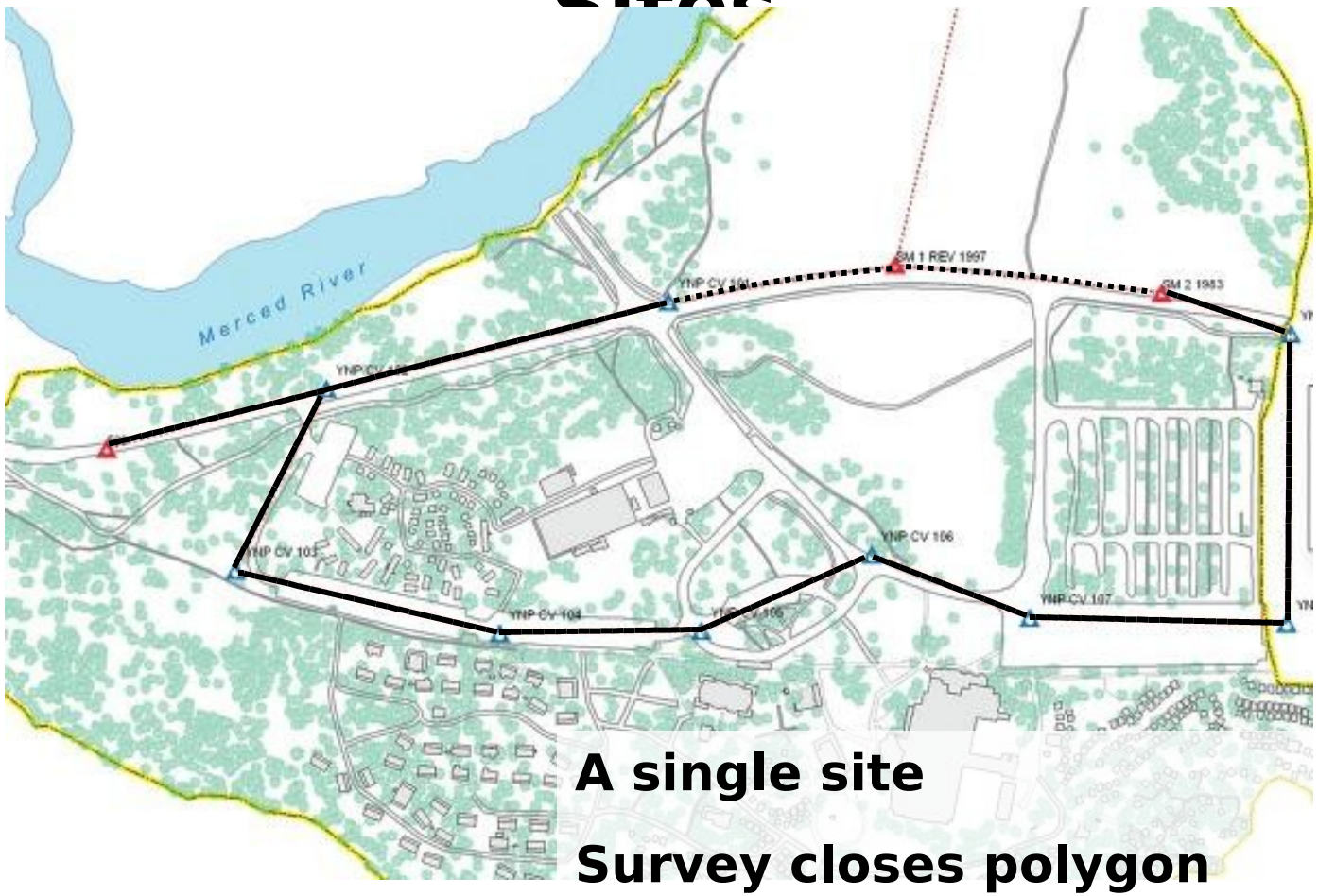
- May exist in one of three forms:
  - Land only
  - Facility or facilities only
  - Land and all the facilities on it

- A *site is the sum of all real property at a specific location*

(Report: Real Property Inventory Requirements, Installations & Environment, Business Transformation Directorate, January 2005)

(*Cadastral - a term used in surveying and public administr[illegible]nto units for surveying, taxation or administrative purposes. The word came into English by w[illegible] of Fr[illegible] and Italian from th[illegible]egister, from kata stikhon, "line by line." Cadastral units may include counties, parishes, ridings, h[illegible]tc.)

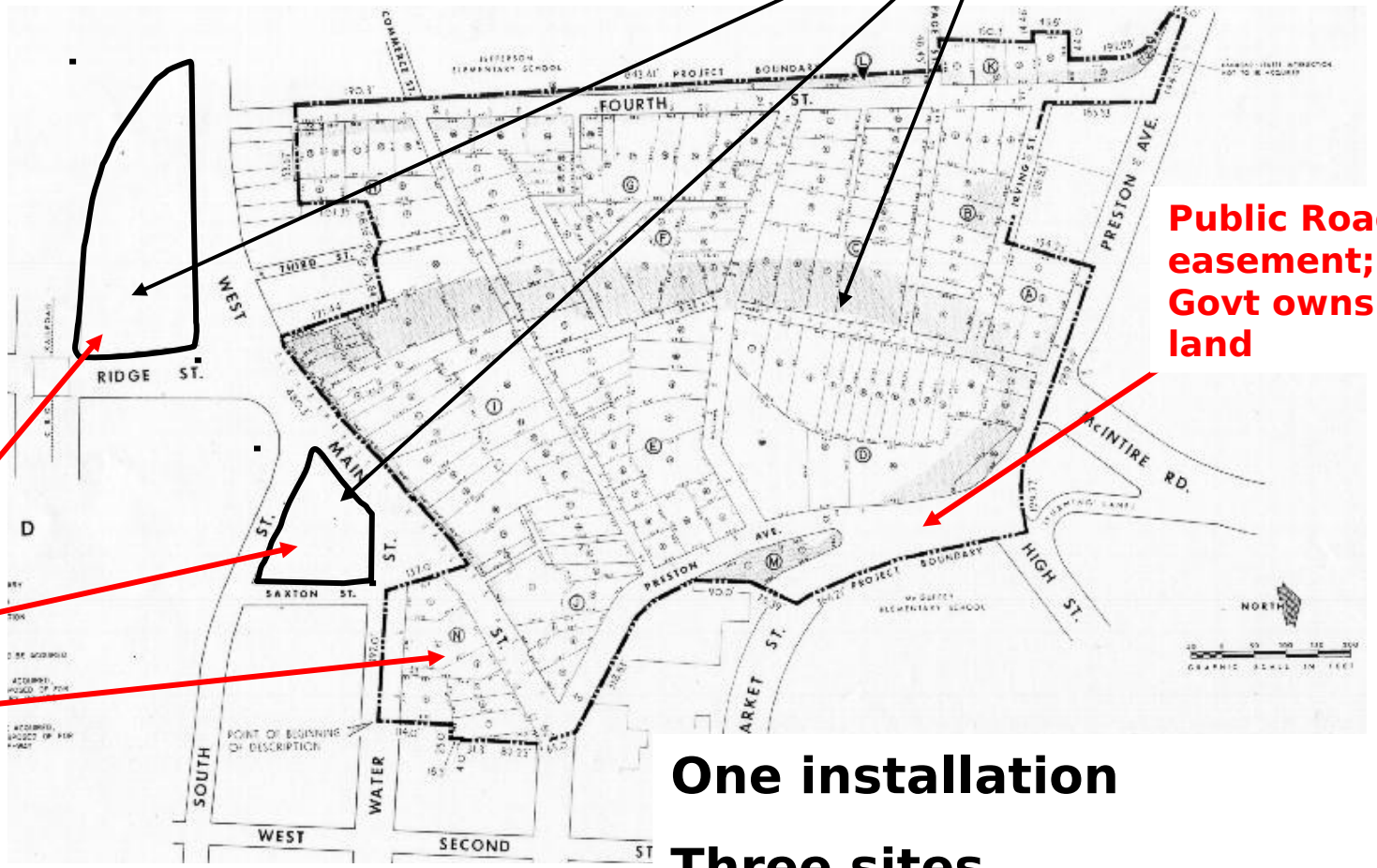
Installation and Sites



A single site

Survey closes polygon forming the boundary of the site

Installation and Sites



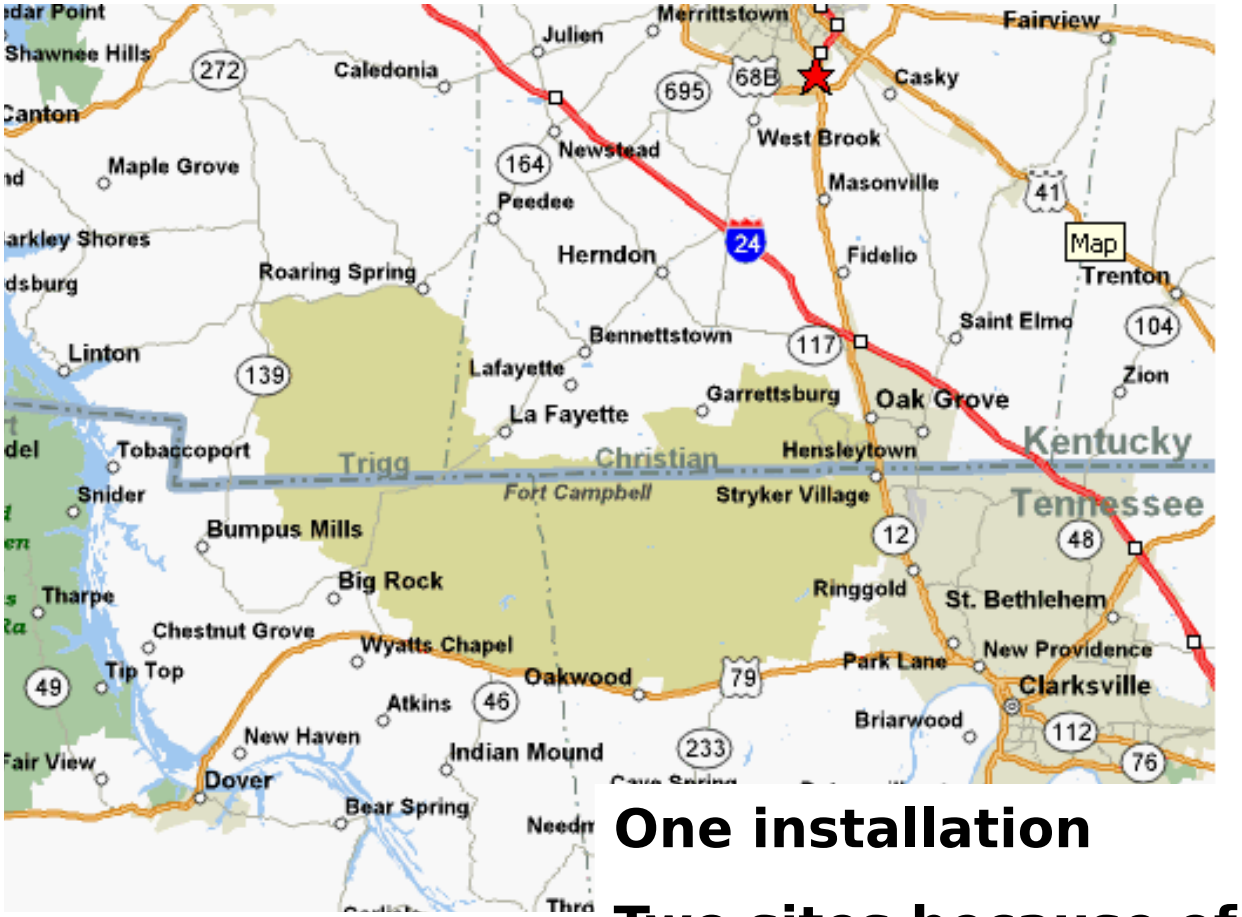
Public Road easement; Govt owns land

Acquisition parcels

One installation

Three sites

Installation and



One installation

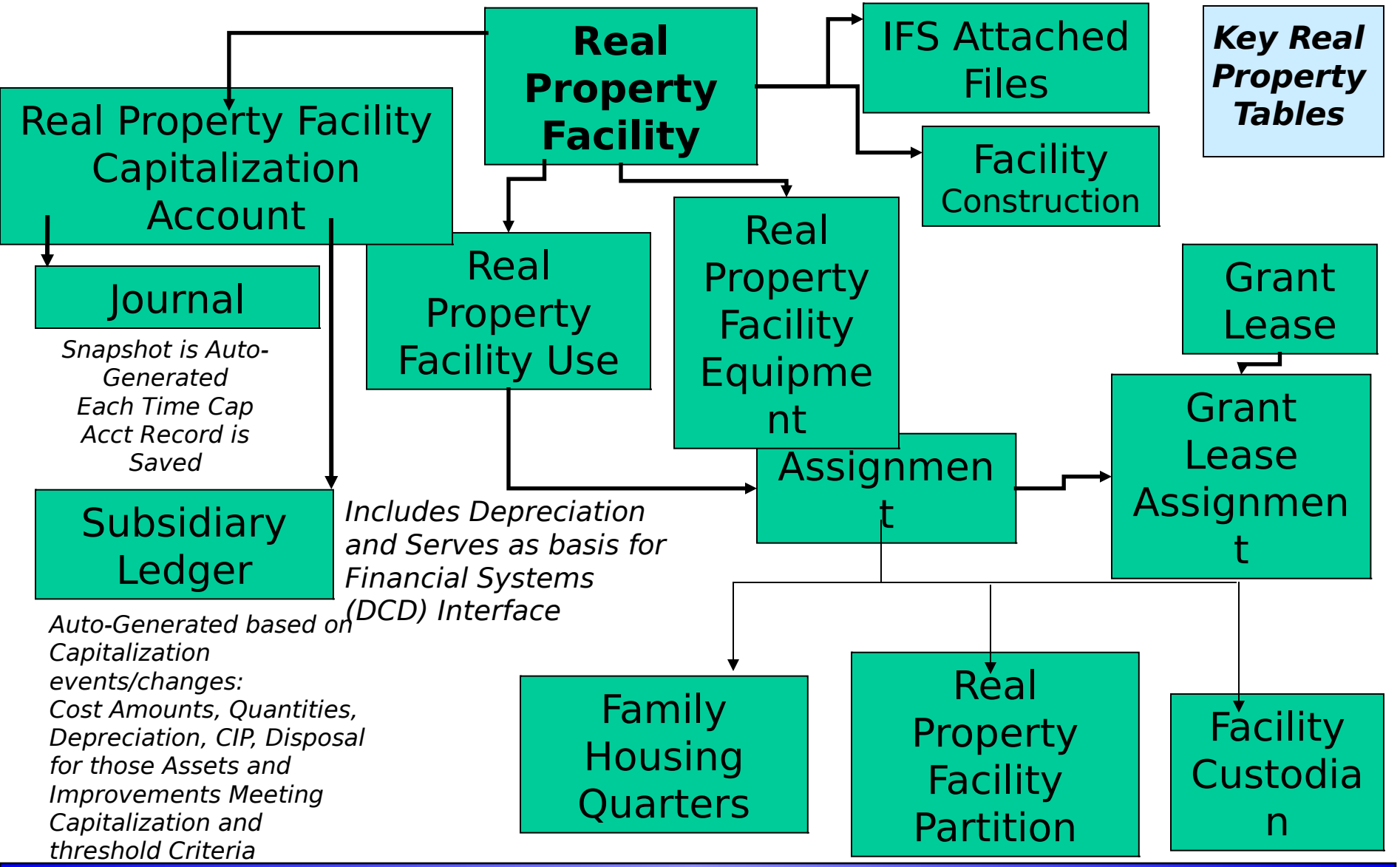
Two sites because of State legal boundary

Real Property Assets

- What is a Facility in IFS?
  - Buildings
  - Structures
  - Utility Systems
  - Linear Assets –Roads, Pipelines, Utility Distribution, etc.
  - Land

- Adding a Facility
  - Acquisition
  - Essential Data – Construction, Use, Capitalization, Assignment
  - Primary Use (Category Code) Designation

UAT SCP 18-00 REAL PROPERTY TRAINING MARCH 2007


Real Property Facility
IFS Attached Files
Key Real Property Tables
Real Property Facility Capitalization Account
Facility Construction
Journal
Real Property Facility Use
Real Property Facility Equipment
Grant Lease
Snapshot is Auto-Generated Each Time Cap Acct Record is Saved
Assignment
Grant Lease Assignment
Subsidiary Ledger
Includes Depreciation and Serves as basis for Financial Systems (DCD) Interface
Auto-Generated based on Capitalization events/changes: Cost Amounts, Quantities, Depreciation, CIP, Disposal for those Assets and Improvements Meeting Capitalization and threshold Criteria
Family Housing Quarters
Real Property Facility Partition
Facility Custodian

IFS REAL PROPERTY FUNCTIONALITY

- Adding a New Facility Record

Adding a Facility

NEW IN SCP 18

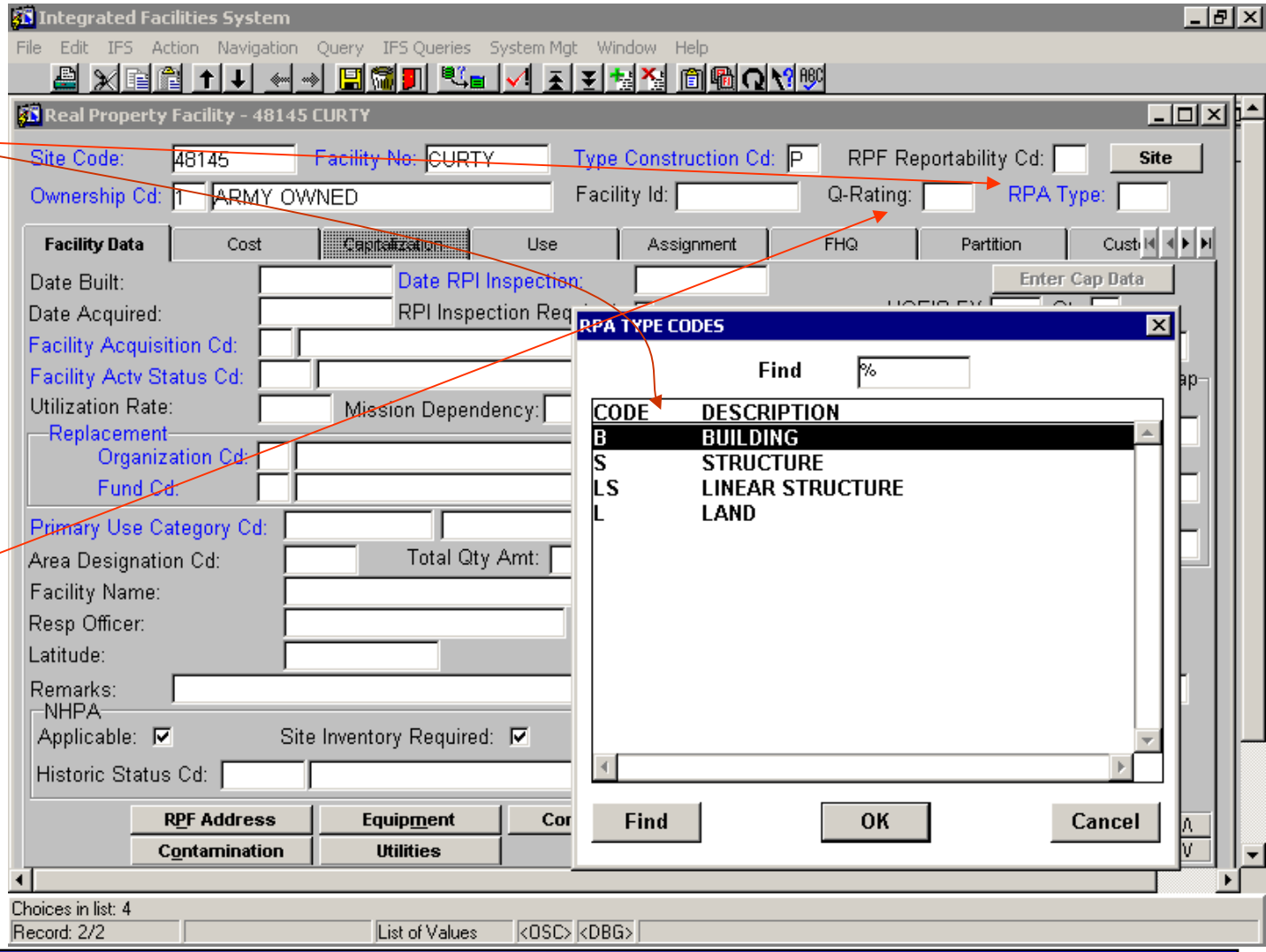
RPA Type

At the time you are adding a New Real Property Asset (RPA), You must classify it as one of four distinct types

NEW IN SCP 18

Q-Rating

Comes from HQEIS Replaces ISR Rating **(see next slide)**



IFS Glossary

File Edit Bookmark Options Help

Contents | Index | Back | Print | Main IFS Help | Data Elements | Tables

Facility Physical Quality Rating [FAC_Q_RATING]

Definition: A code used to depict the capability of existing facilities as measured by a condition index. The quality rating represents a facilities restoration and modernization requirement but does not represent a facilities sustainment or new footprint requirement. The Q-rating estimates will not contain any annual sustainment tasks or "deferred sustainment" costs, although they may contain restoration costs caused by deferred sustainment. The rating will also not represent costs to build out capacity deficits. Q-ratings will be in terms of the estimated cost to restore and modernize facilities to full-up Q-1.

IFS Glossary

Print

Facility Physical Quality Code [FAC_Q_RATING]

Value	Description
Q1	The sum of all necessary restoration and modernization costs is not greater than 10 percent of the replacement value of the facility (PRV).
Q2	The sum of all necessary restoration and modernization costs is greater than 10 percent but not greater than 20 percent of the replacement value of the facility (PRV).
Q3	The sum of all necessary restoration and modernization costs is greater than 20 percent but not greater than 40 percent of the replacement value of the facility (PRV).
Q4	The sum of all necessary restoration and modernization costs is greater than 40 percent of the replacement value of the facility (PRV).

NEW IN SCP 18
Date Built
Date Acquired

Adding a Facility

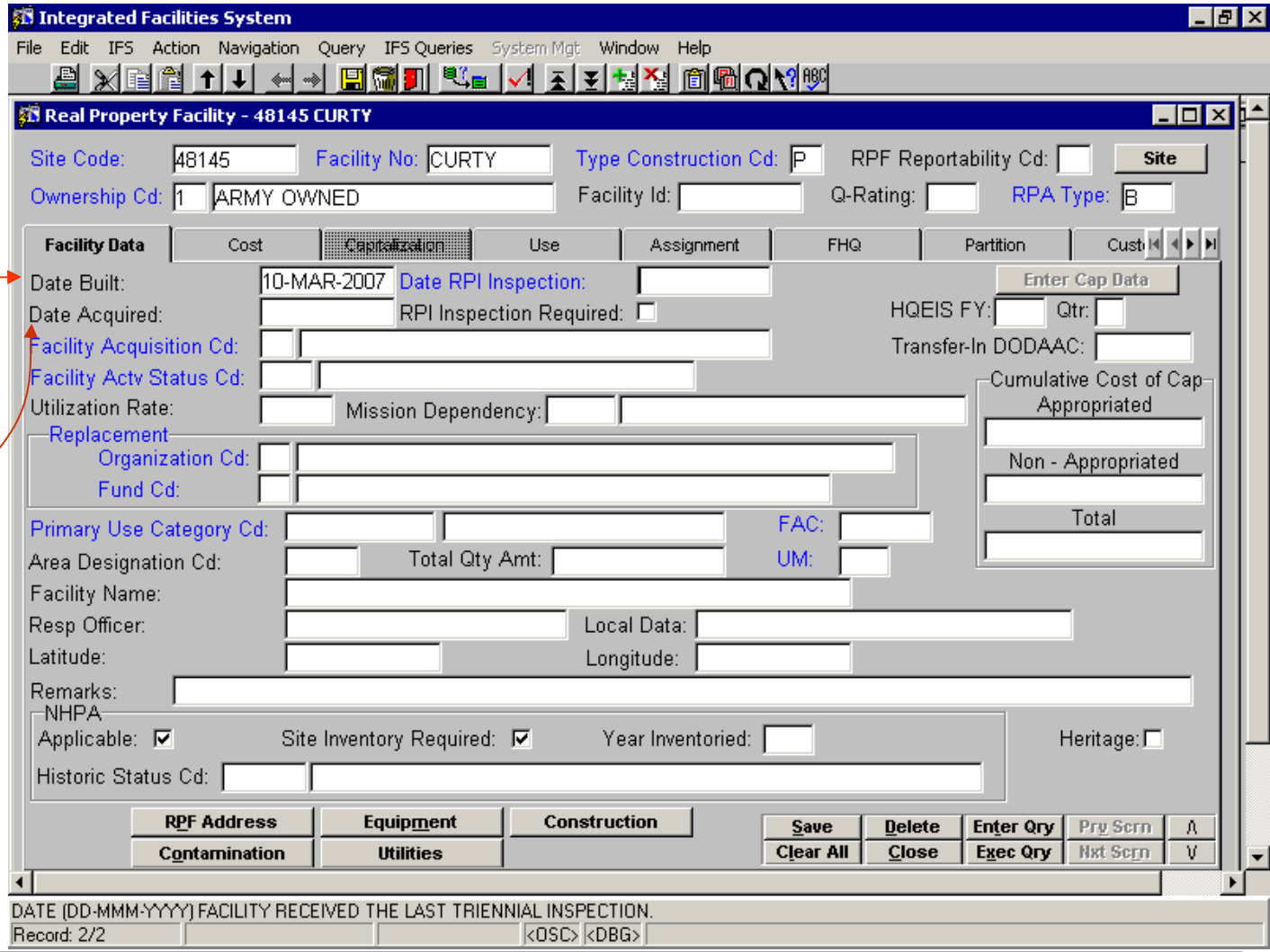
Replaces Year Built and Year Acquired.

Also they are no longer "Blue", since only required for "Reportable" Assets.

Date Built must be between 1 JAN 1000 and Current Year +3 (may not exceed Current Date unless Under Construction)

Date Acquired must be between 1 JAN 1776 and Current Date +3

NOTE SCP 18 conversion (VDD) set Dates Equal to 1 July of previously entered Year Built and/or Year Acquired

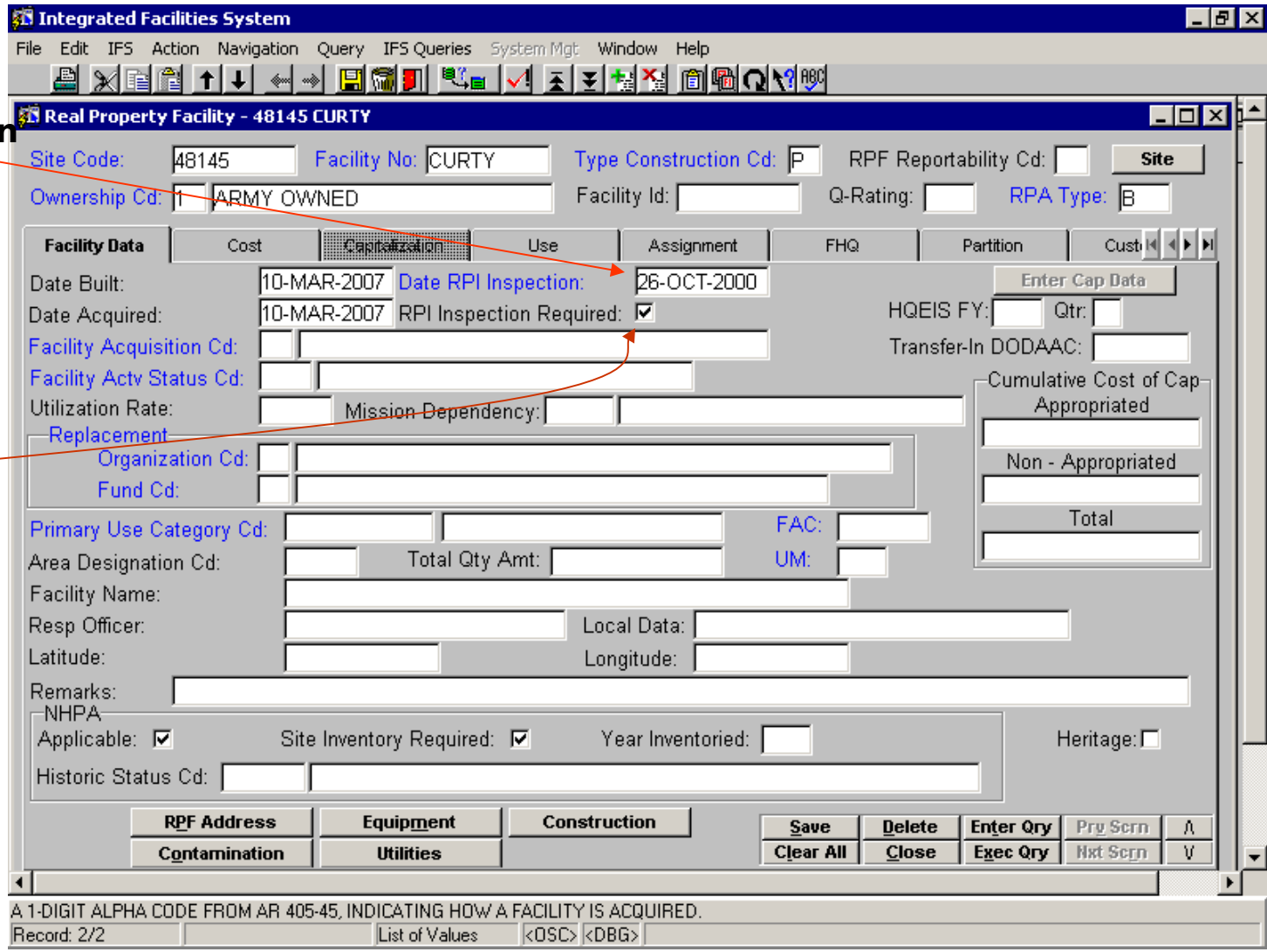


Adding a Facility

Date of RPI Inspection is Required

The System Computes and Displays that an RPI Inspection is required if Date RPI Inspection is greater than:

General Assets - 5 Yrs
Heritage Assets - 3 Yrs



UAT SCP 18-00 REAL PROPERTY TRAINING MARCH 2007

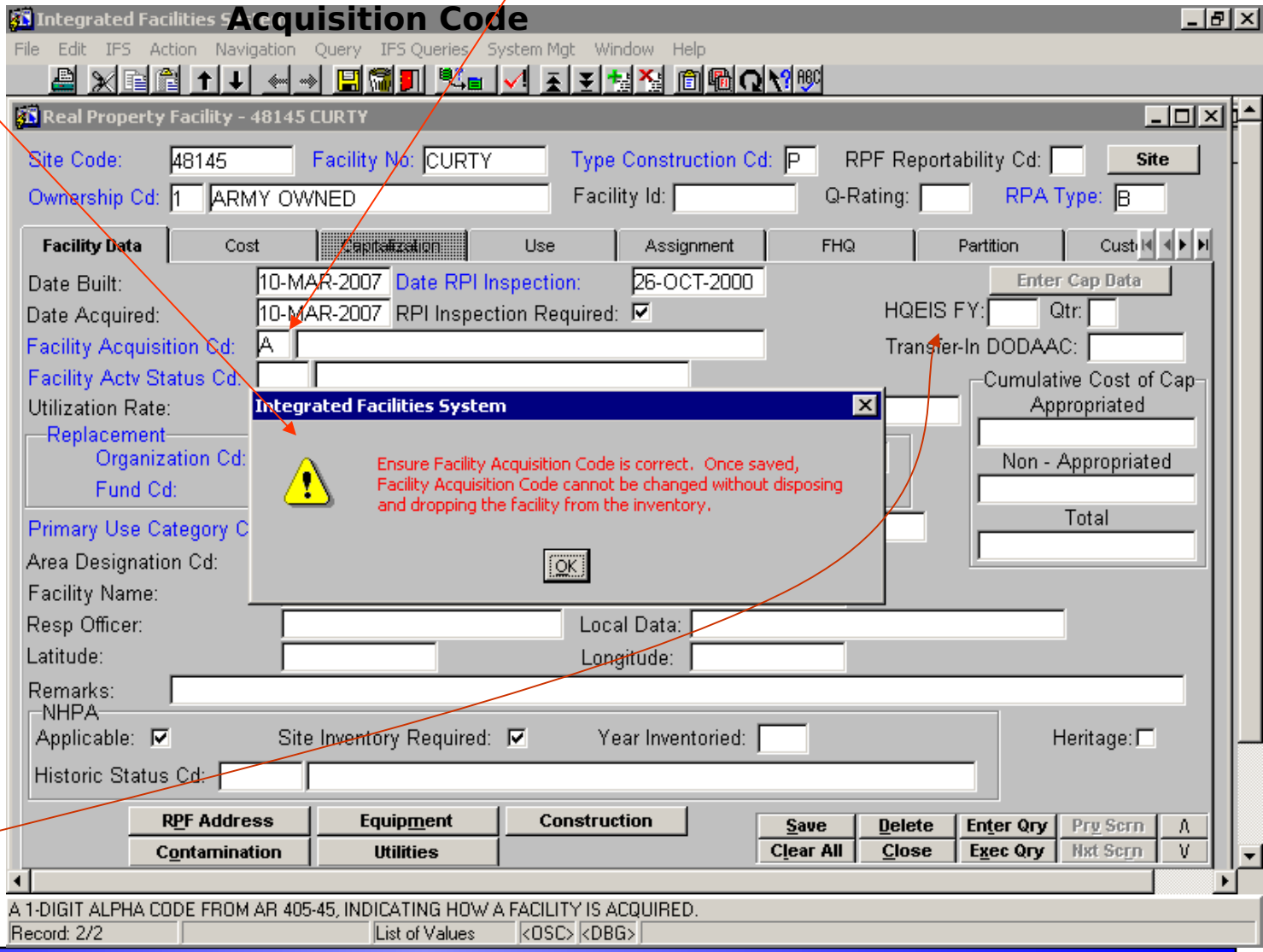
When Adding a Facility you Must Enter Facility Acquisition Code

The System Displays a Warning Message (in RED)

You MUST ensure that the Facility Acquisition Code is CORRECT.

Once entered and Record is saved, this code CANNOT be changed.

The Facility would have to be disposed of through the normal disposal process and then Re-Entered in it's Entirety.



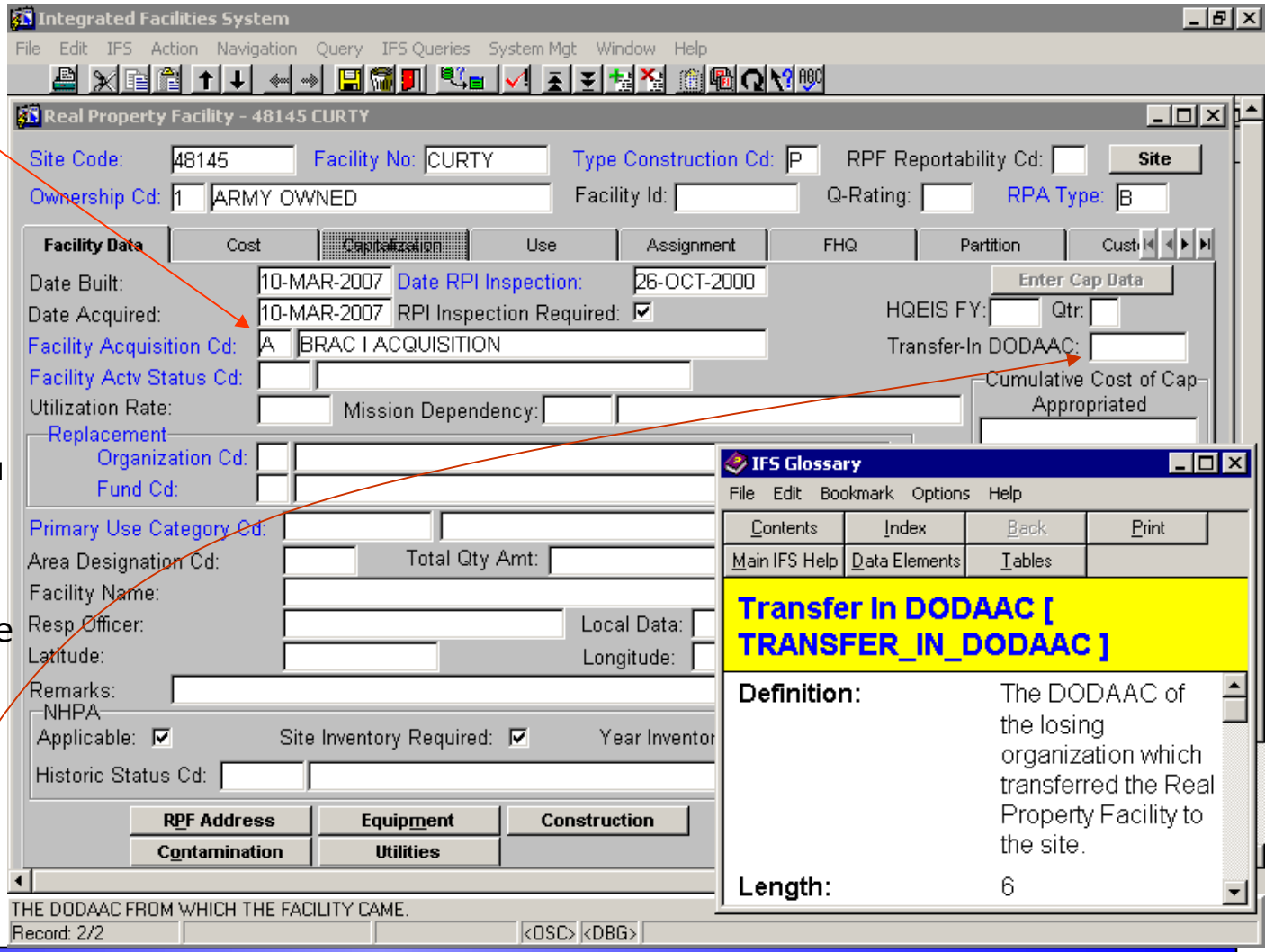
Facility Tab – Facility Acquisition Rules

When adding a Facility with **Facility Acquisition Code** equal to:

A - BRAC I Acquisition
B - BRAC 91 Acquisition
C - BRAC 93 Acquisition
D - BRAC 95 Acquisition
J - Army Family Housing
K - BRAC 05 Acquisition
M - Major Construction Army
N - National Guard Bureau
R - Major Construction Army Reserves
S - Other Service
X - Department of Defense

Then The System Forces entry of:
TRANSFER IN DODAAC

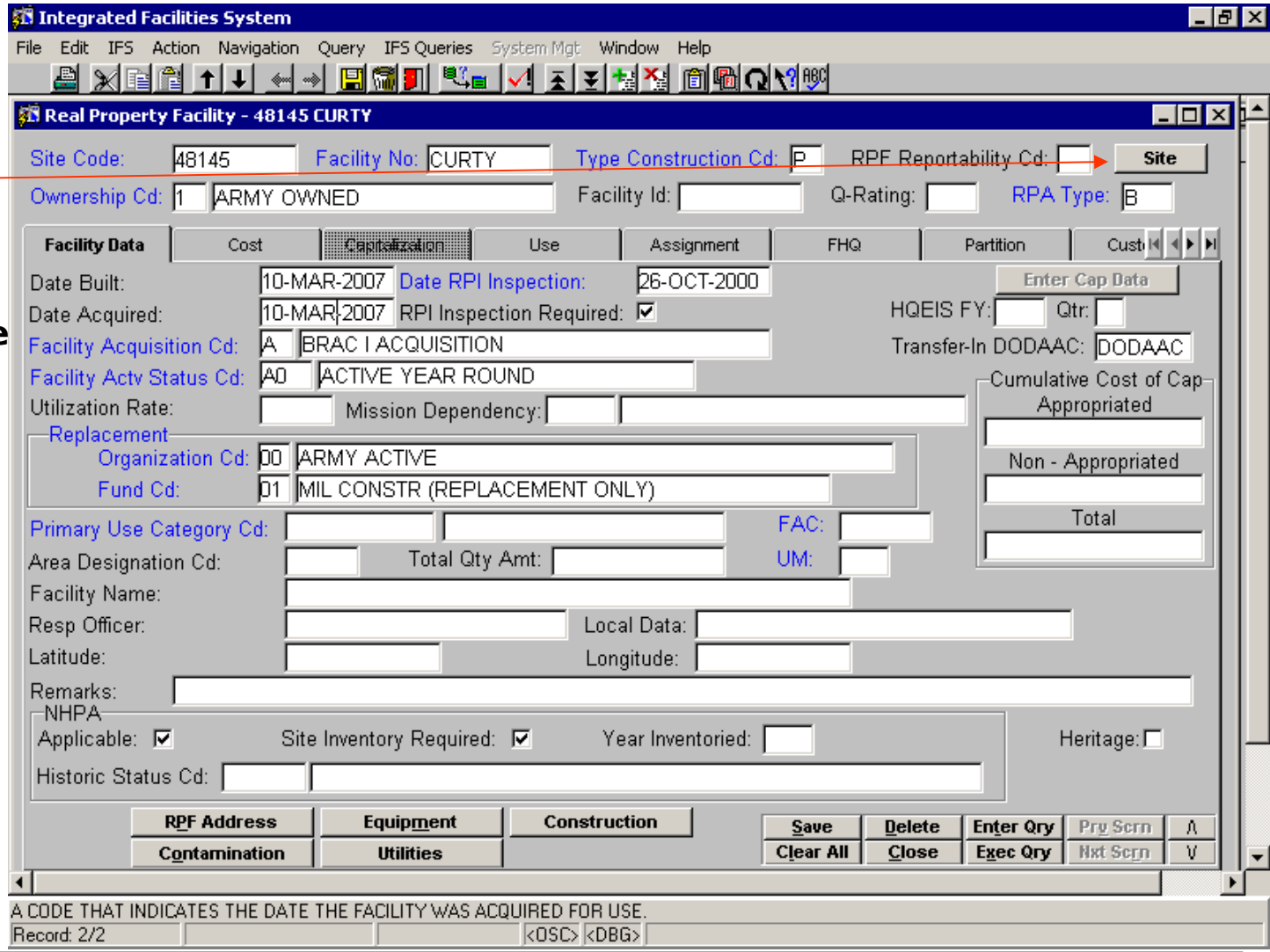
At DPAS Sites, this Requirement is performed differently



UAT SCP 18-00 REAL PROPERTY TRAINING MARCH 2007

NEW IN SCP 18
Site Button

You may press this button and it will take you Directly to the Site Form for the Site Code entered on the Facility Form

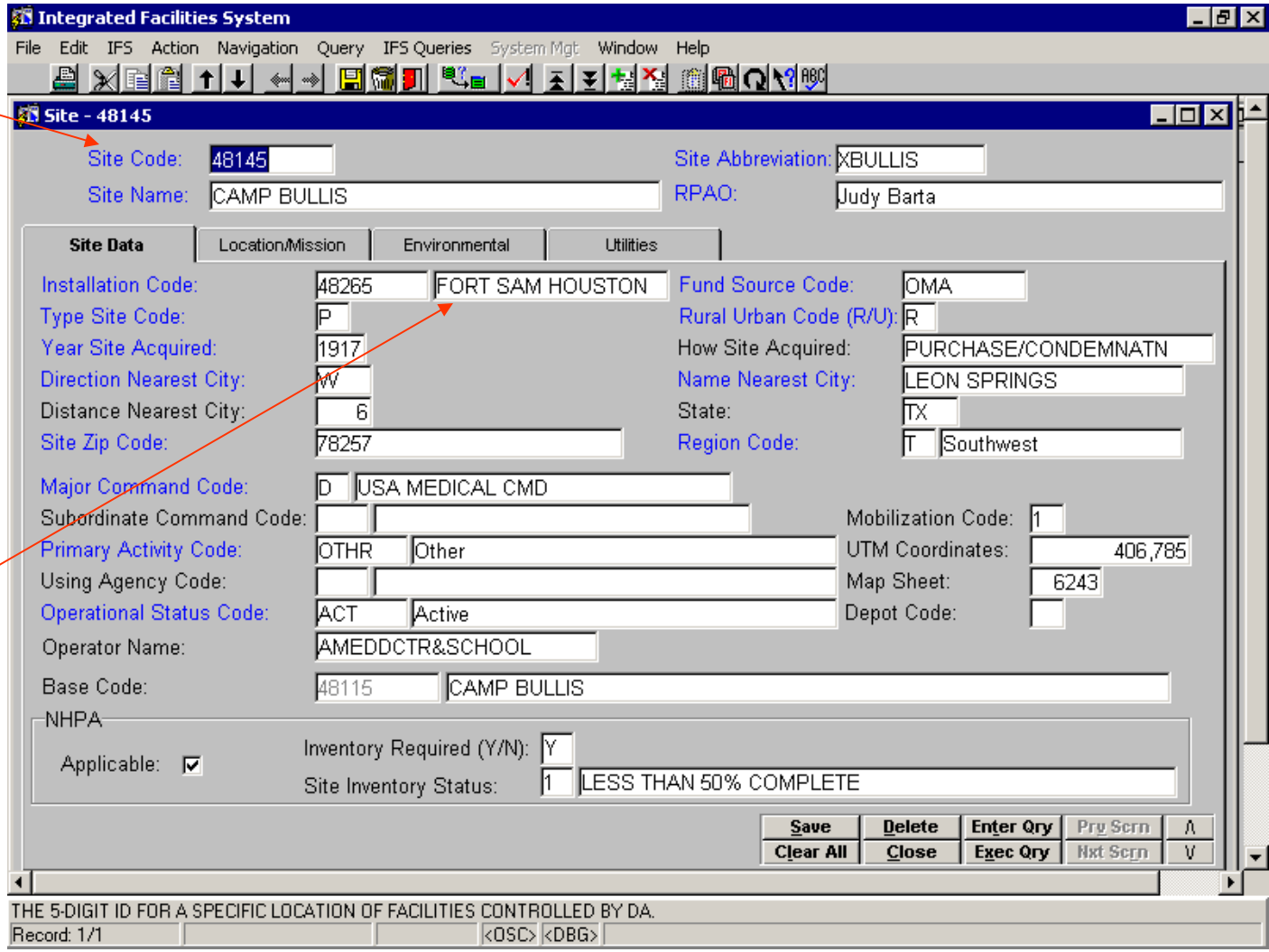


NEW IN SCP 18

Modified Site Form

When a new Site is entered, **Site Code** must exist on the Installation Hierarchy table with a Site Record Status Indicator = 'A' (active) Site Name, Installation Code, will be pulled from the Installation Hierarchy table. Update of these attributes is not allowed.

The **Installation Name** will be displayed from the



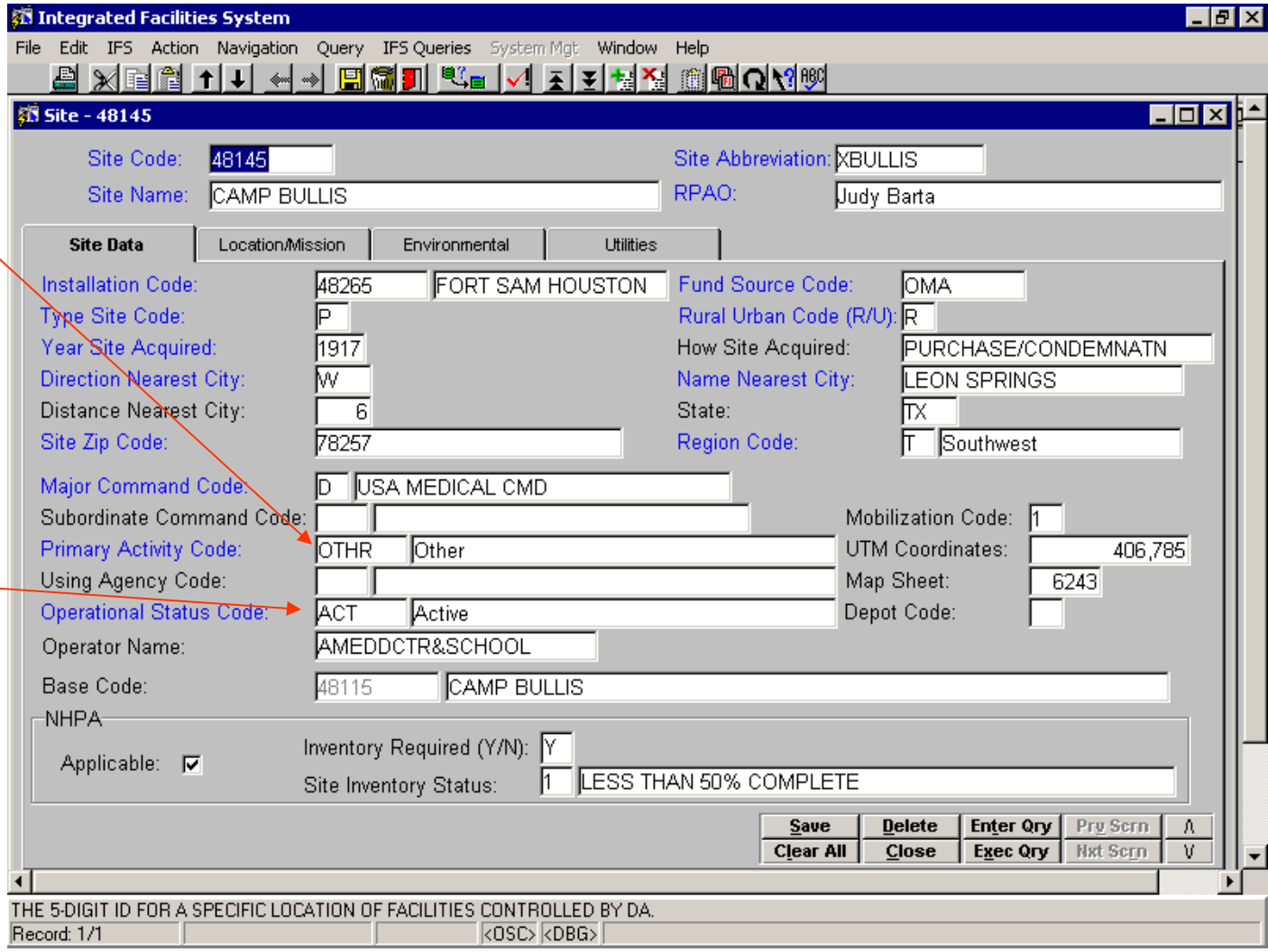
NEW IN SCP 18

Function Code and Name has been replaced with **Site Primary Activity Code** and **Name**

Status Kind Operator Code and Name has been replaced with **Site Operational Status Code** and **Name**.

NOTE SCP 18 Conversion (VDD) mapped these Data Elements – you should validate converted values

Modified Site Form



NEW IN SCP 18 Installation Hierarchy

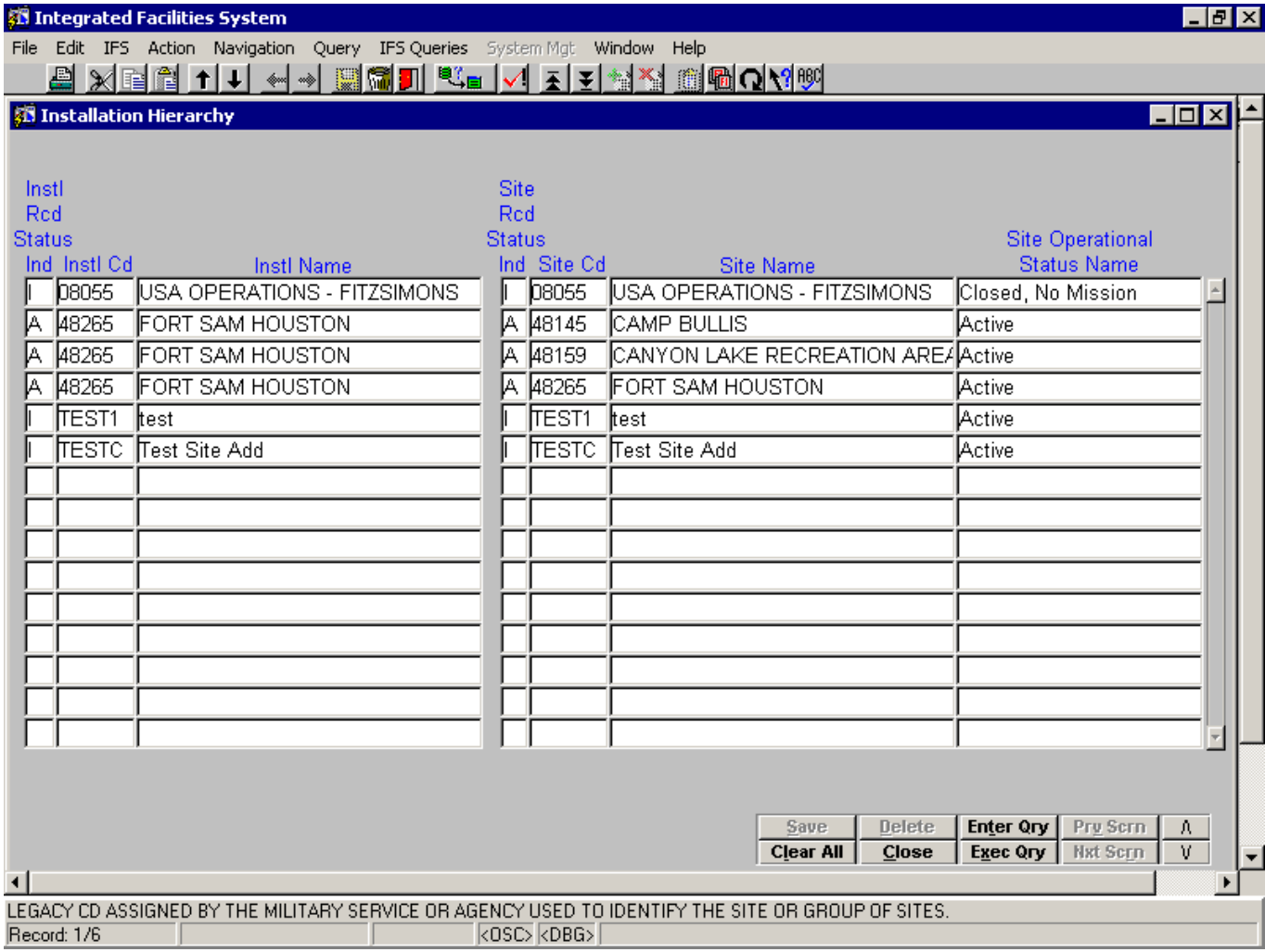
Displays the following information from: Installation Hierarchy table:

Installation Code, **Installation Name** (from Installation table), **Installation Record Status Indicator** (from Installation table), **Site Code**, **Site Name**, and **Site Record Status Indicator**.

Records are in Order by Installation Code, Site Code.

Display only. No updates are allowed. Values sent from

Installation Hierarchy Form


Integrated Facilities System
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
Installation Hierarchy
Instl Rcd Status Ind | Instl Cd | Instl Name | Site Rcd Status Ind | Site Cd | Site Name | Site Operational Status Name
I | 08055 | USA OPERATIONS - FITZSIMONS | I | 08055 | USA OPERATIONS - FITZSIMONS | Closed, No Mission
A | 48265 | FORT SAM HOUSTON | A | 48145 | CAMP BULLIS | Active
A | 48265 | FORT SAM HOUSTON | A | 48159 | CANYON LAKE RECREATION AREA | Active
A | 48265 | FORT SAM HOUSTON | A | 48265 | FORT SAM HOUSTON | Active
I | TEST1 | test | I | TEST1 | test | Active
I | TESTC | Test Site Add | I | TESTC | Test Site Add | Active
Save Delete Enter Qry Prv Scrn
Clear All Close Exec Qry Nxt Scrn
LEGACY CD ASSIGNED BY THE MILITARY SERVICE OR AGENCY USED TO IDENTIFY THE SITE OR GROUP OF SITES.
Record: 1/6 <OSC> <DBG>

UAT SCP 18-00 REAL PROPERTY TRAINING MARCH 2007

NEW IN SCP 18

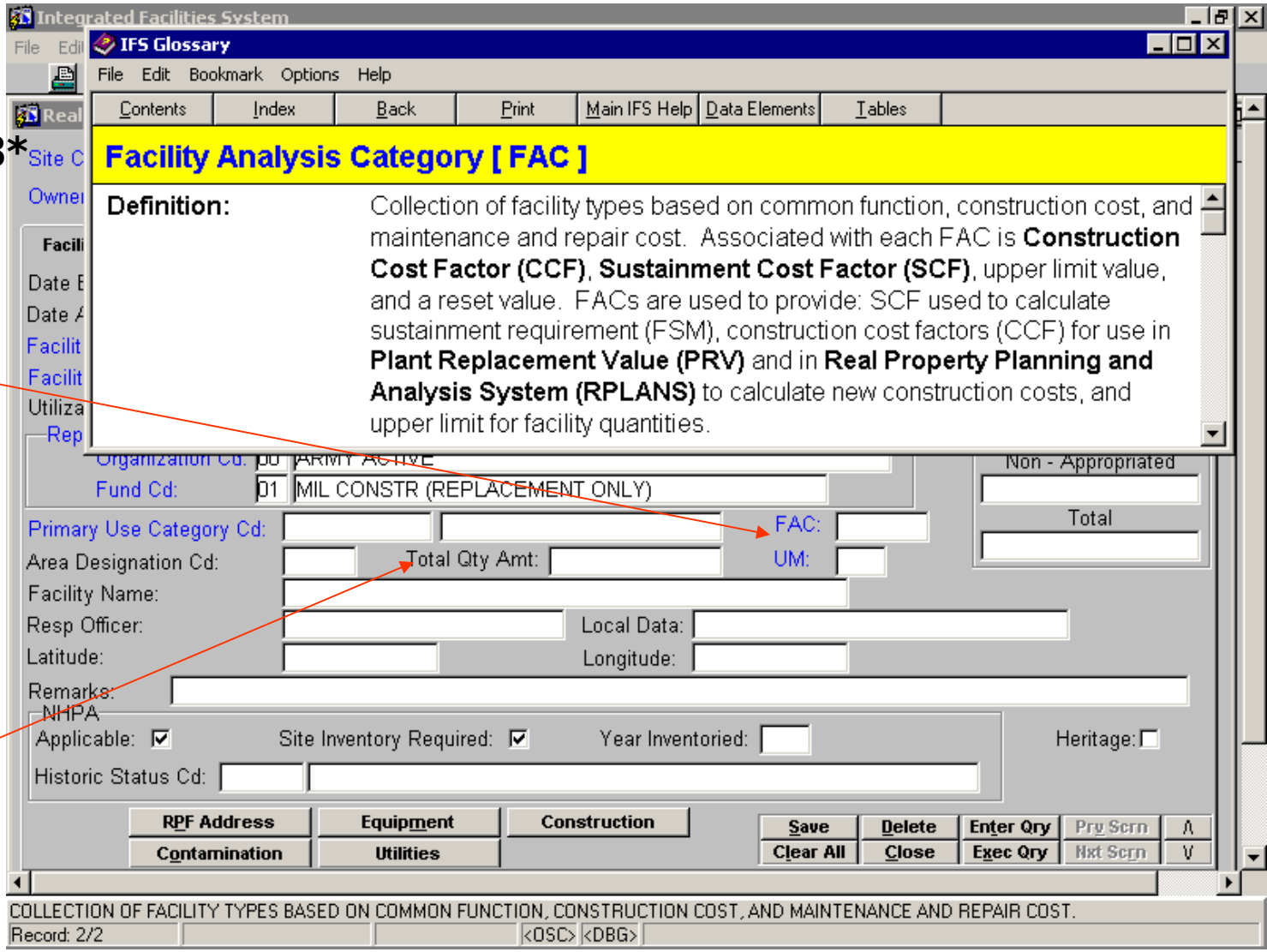
FAC

UM

Total Qty Amt

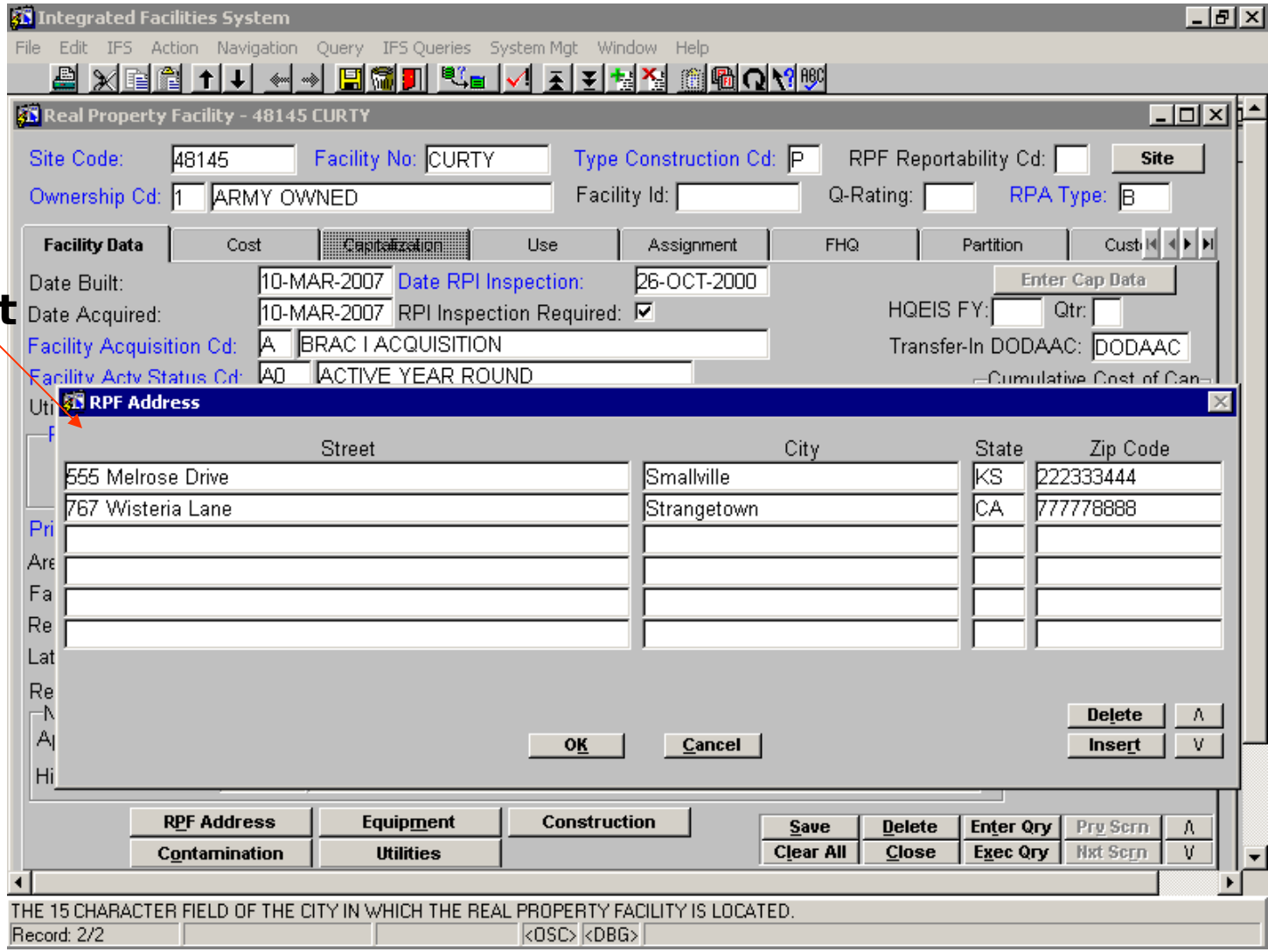
The Facility Analysis Code (FAC) and UM for the Prime Use is displayed

Total QTY Amount (sum of either area or capacity – based on UM for Prime)


Integrated Facilities System
IFS Glossary
File Edit Bookmark Options Help
Contents Index Back Print Main IFS Help Data Elements Tables
Facility Analysis Category [FAC]
Definition:
Collection of facility types based on common function, construction cost, and maintenance and repair cost. Associated with each FAC is Construction Cost Factor (CCF), Sustainment Cost Factor (SCF), upper limit value, and a reset value. FACs are used to provide: SCF used to calculate sustainment requirement (FSM), construction cost factors (CCF) for use in Plant Replacement Value (PRV) and in Real Property Planning and Analysis System (RPLANS) to calculate new construction costs, and upper limit for facility quantities.
Fund Cd: 01 MIL CONSTR (REPLACEMENT ONLY)
Primary Use Category Cd:
FAC:
Area Designation Cd:
Total Qty Amt:
UM:
Facility Name:
Resp Officer:
Local Data:
Latitude:
Longitude:
Remarks:
NHPA
Applicable:
Site Inventory Required:
Year Inventoried:
Heritage:
Historic Status Cd:
Non - Appropriated
Total
RPF Address
Equipment
Construction
Contamination
Utilities
Save
Delete
Enter Qry
Clear All
Close
Exec Qry
COLLECTION OF FACILITY TYPES BASED ON COMMON FUNCTION, CONSTRUCTION COST, AND MAINTENANCE AND REPAIR COST.
Record: 2/2

UAT SCP 18-00 REAL PROPERTY TRAINING MARCH 2007

You may enter any Number of Street Addresses for a Facility

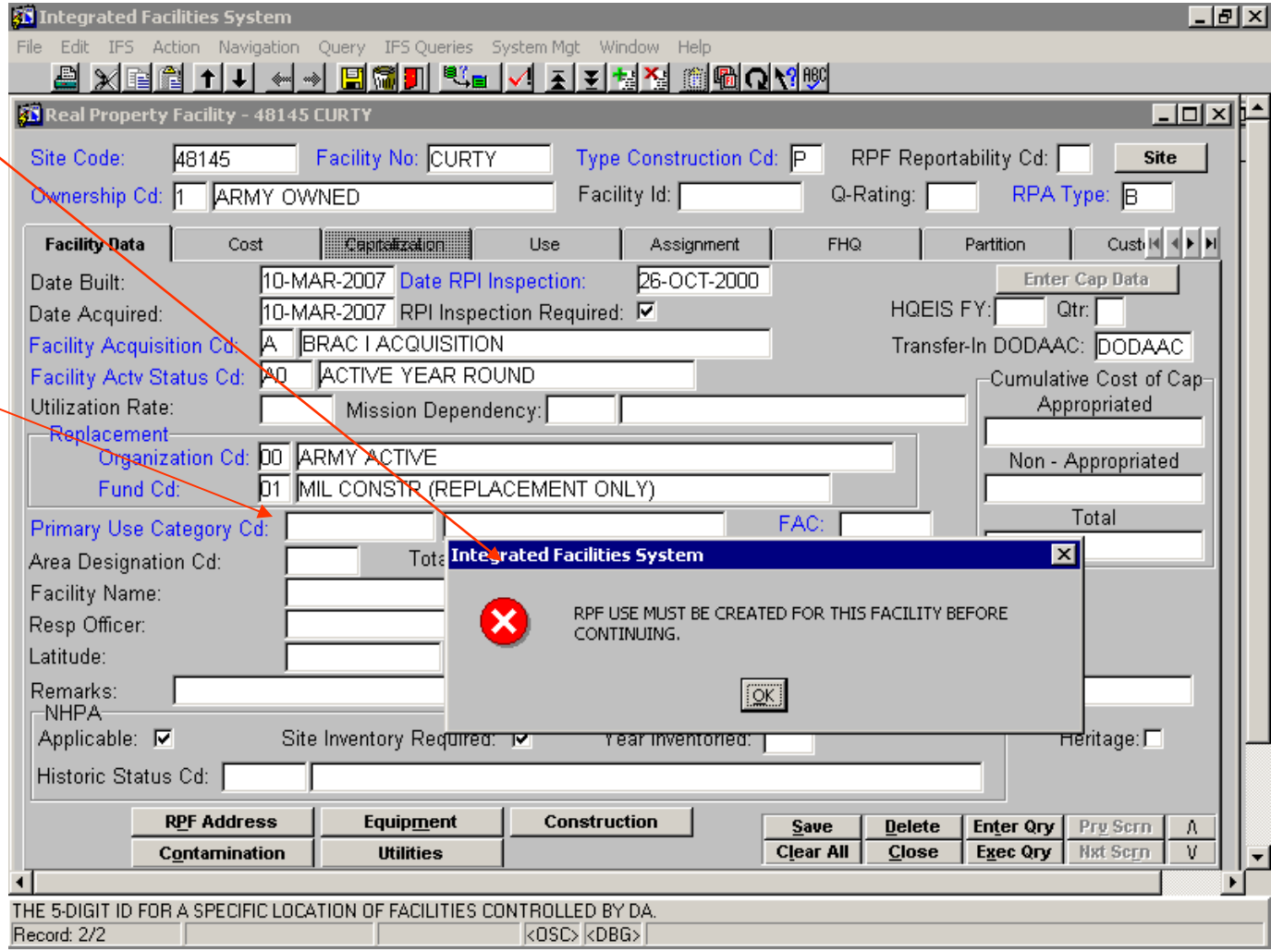


Facility Add

System Forces Entry of Additional Data (Facility Must have at least One use

You cannot enter the Primary Category Code Even though "Blue"

This Code will be set when you enter the first use record



Facility Add

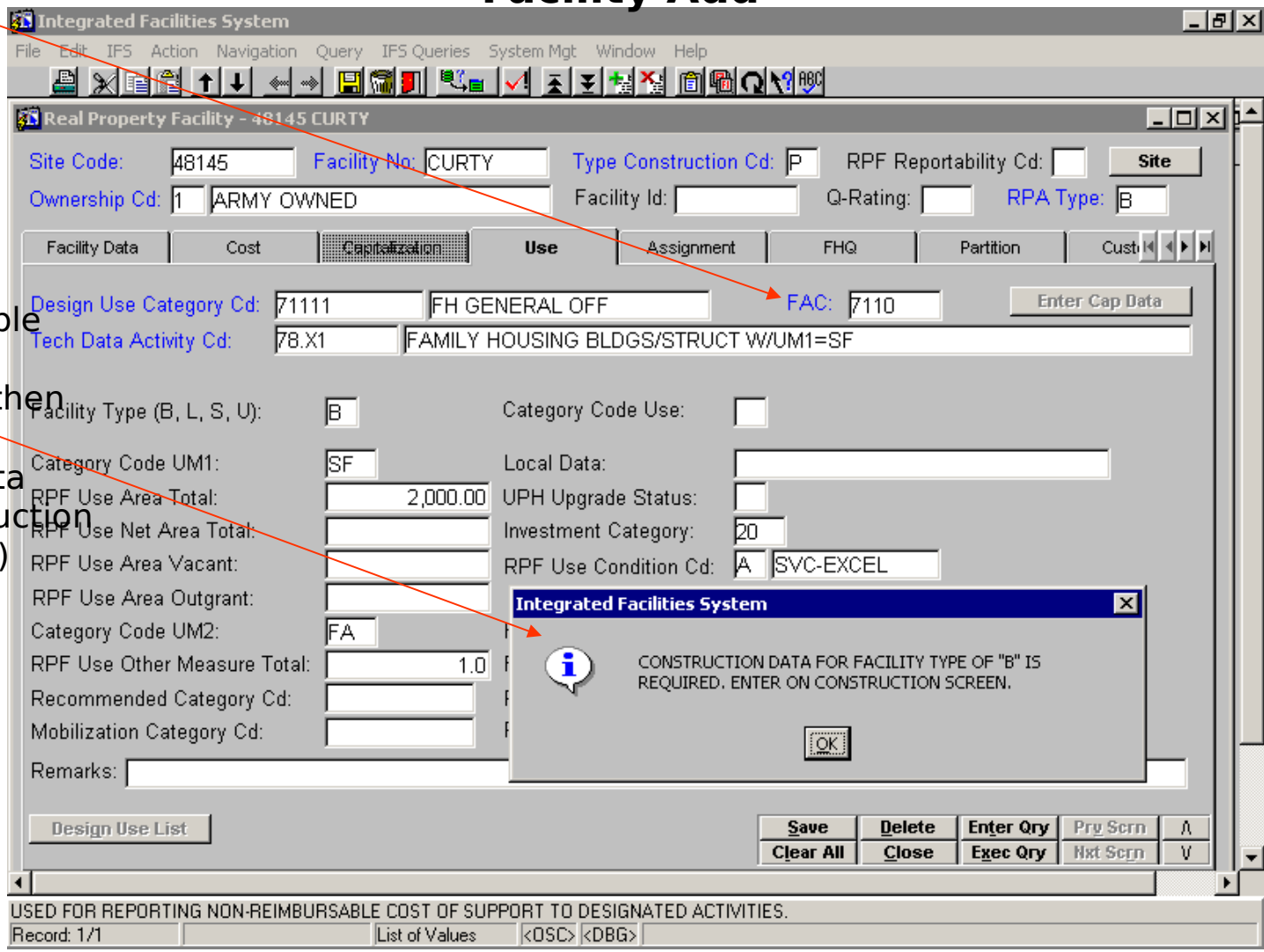
NEW SCP 18

After Entering Applicable Data on the Use Tab if you attempt to Save then the System Forces Entry of Additional Data be entered on Construction Data (when a Building)

NEW SCP 18 FAC

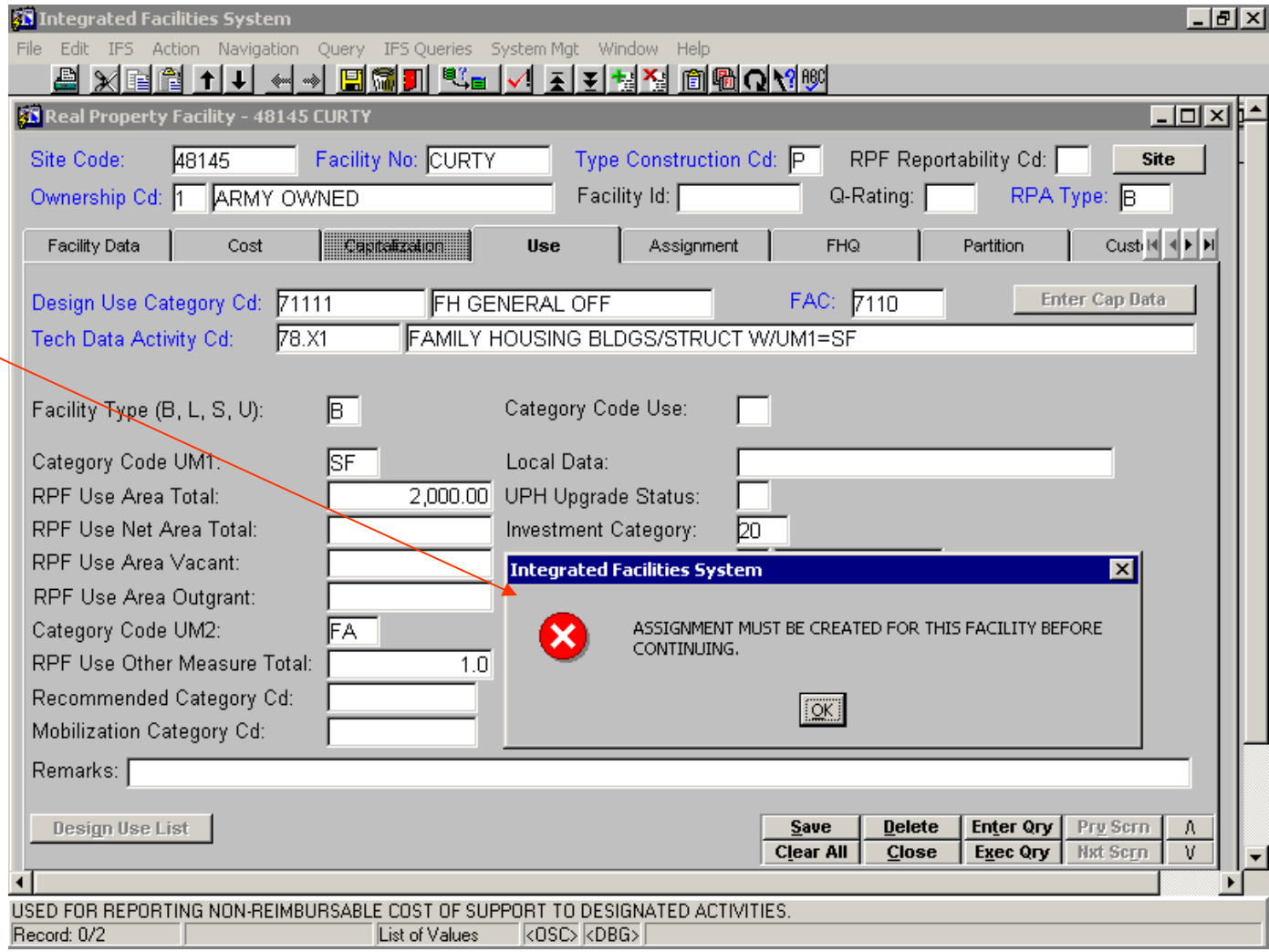
System now Requires Construction Data for a **Structure**

The



Facility Add

System will then Force Entry of Additional Data (Each Use Must have at least One RPF Assignment Record

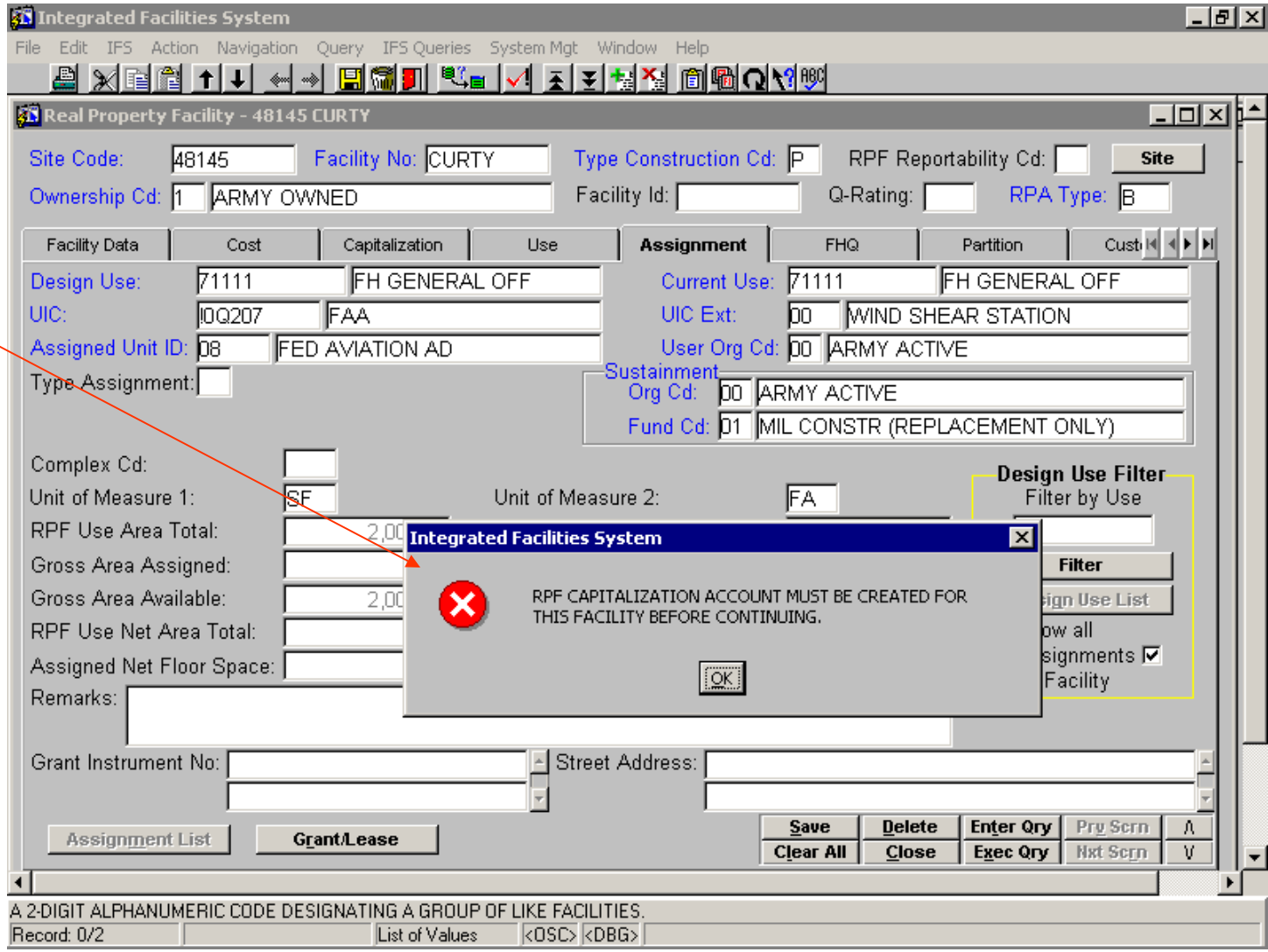


Facility Add

After adding Assignment data the system forces entry of an RPF

Capitalization Record

Each Reportable Facility (RPF Reportability Code=Null (blank)



Facility

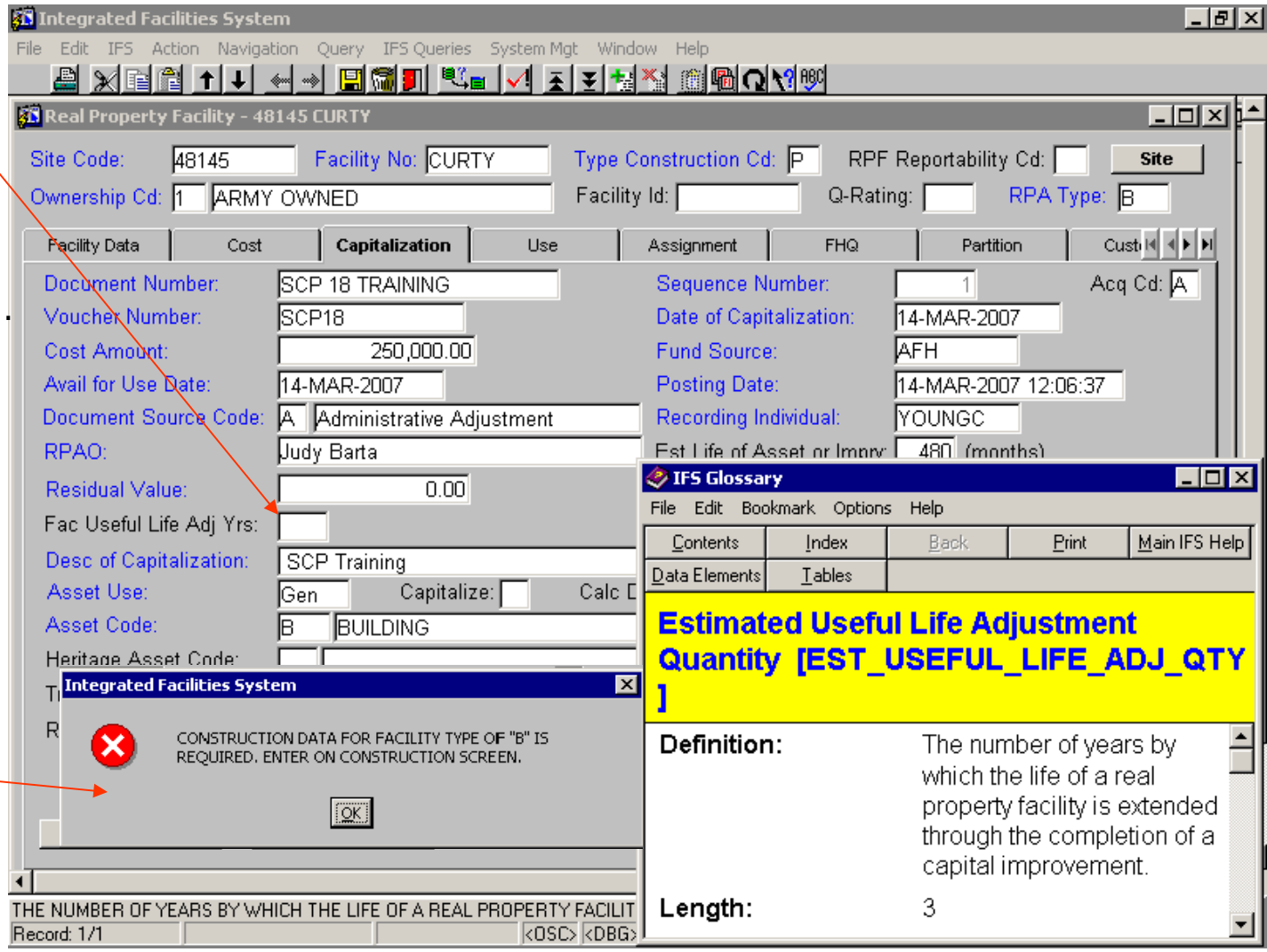
NEW IN SCP 18

Fac Useful Life Adj Yrs

Field is required if Cap Account Type = 'I' and Available for Use Date either exists or is entered. Zero (0) is valid.

Entry reflects the expected extra years of facility life directly attributable to the improvement.

After adding Capitalization data the system will continue to force entry of the Construction Data.



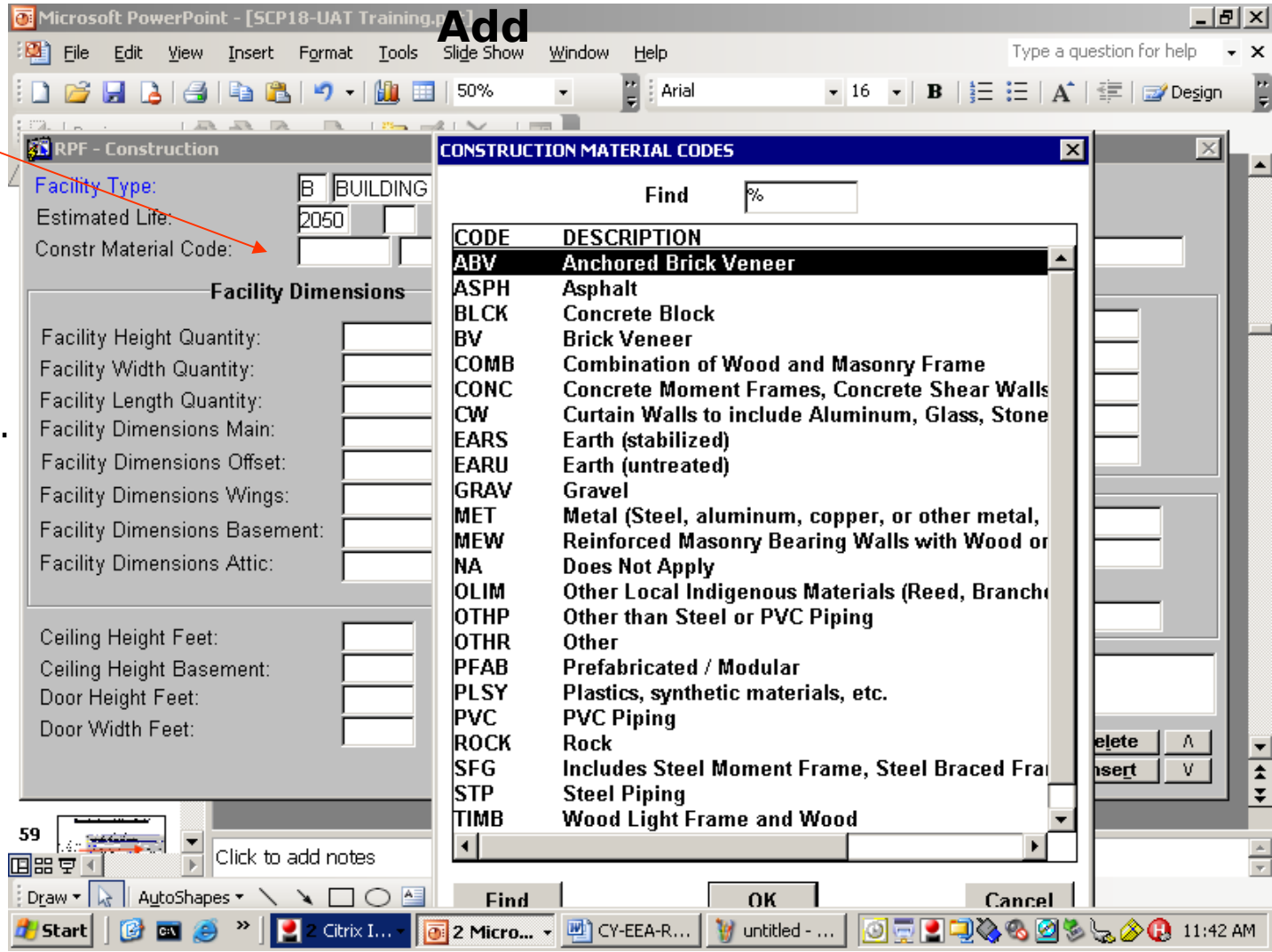
Facility Add

NEW IN SCP 18
Constr Material Code

The Wall Material Code and Description has been replaced with the Construction Material Code and Description.

Also **Remember:**

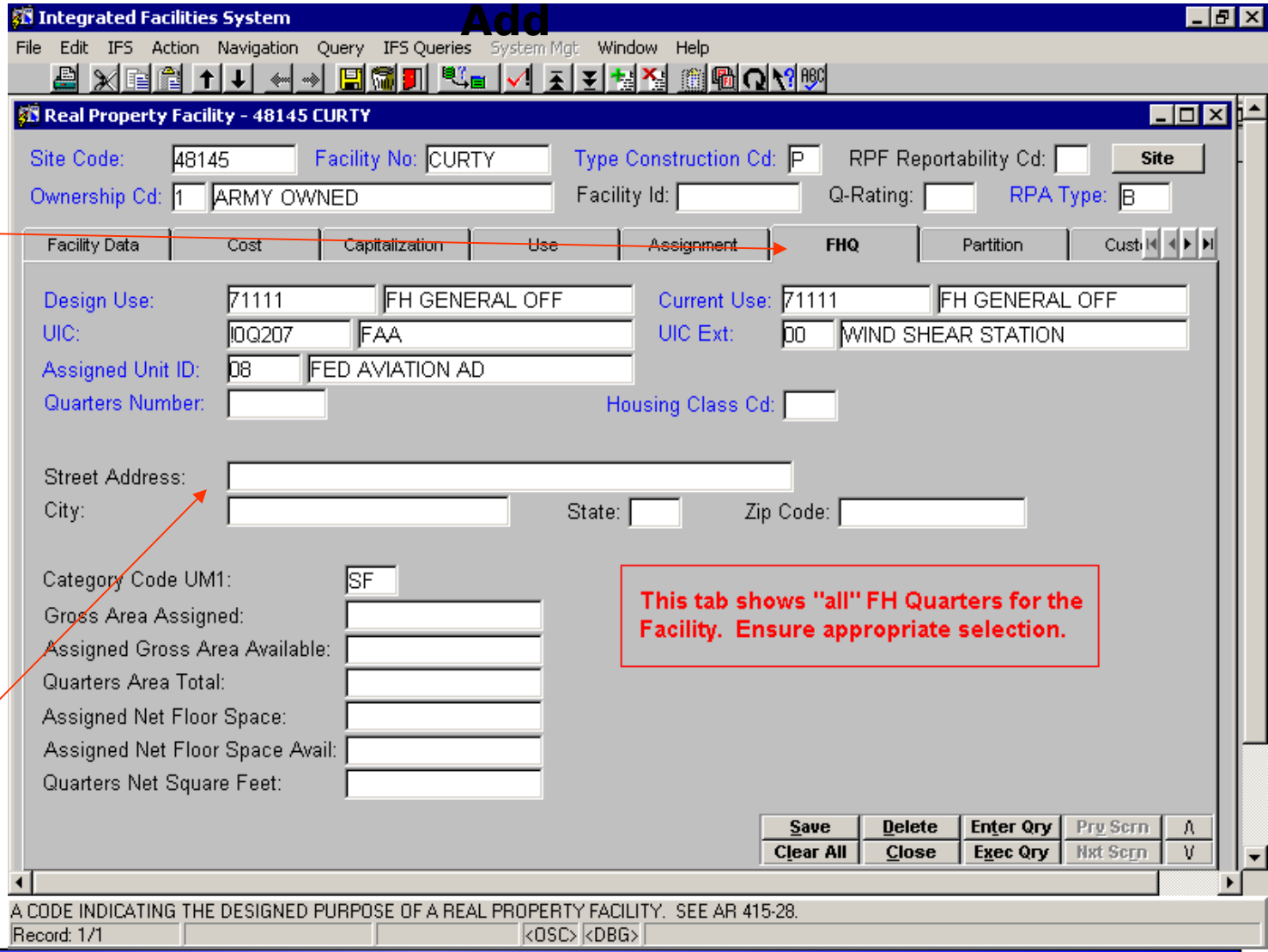
NEW IN SCP 18
Now in addition to Facility Type 'B' a Facility Construction record for a Facility Type 'S' must be created with valid Construction Material Code



Facility Add

If Facility is Family Housing,

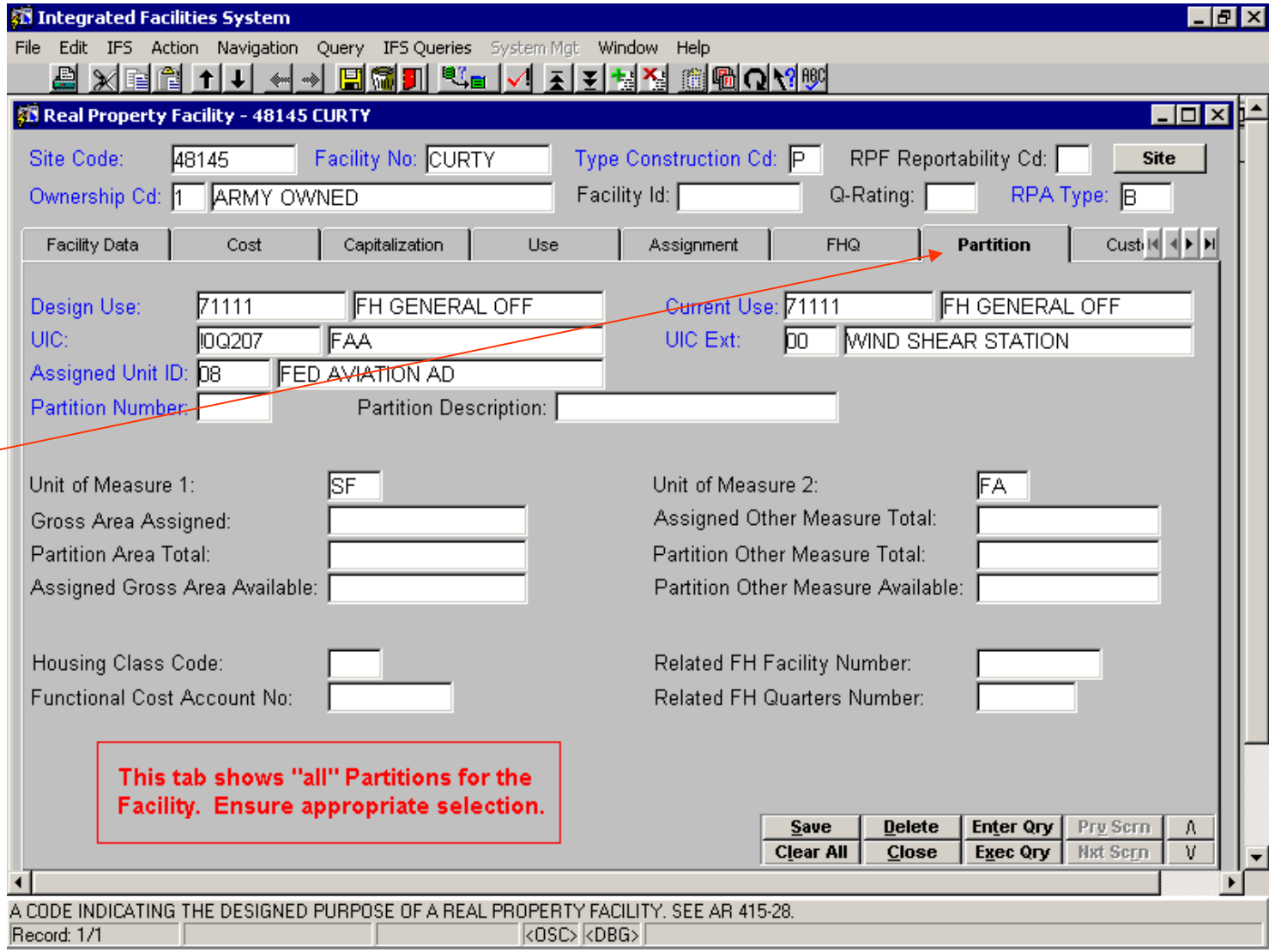
Then the Assignment Type on Assignment Tab should be set="Q" and Family Housing Quarters Data entered on the



If Facility is to be Partitioned

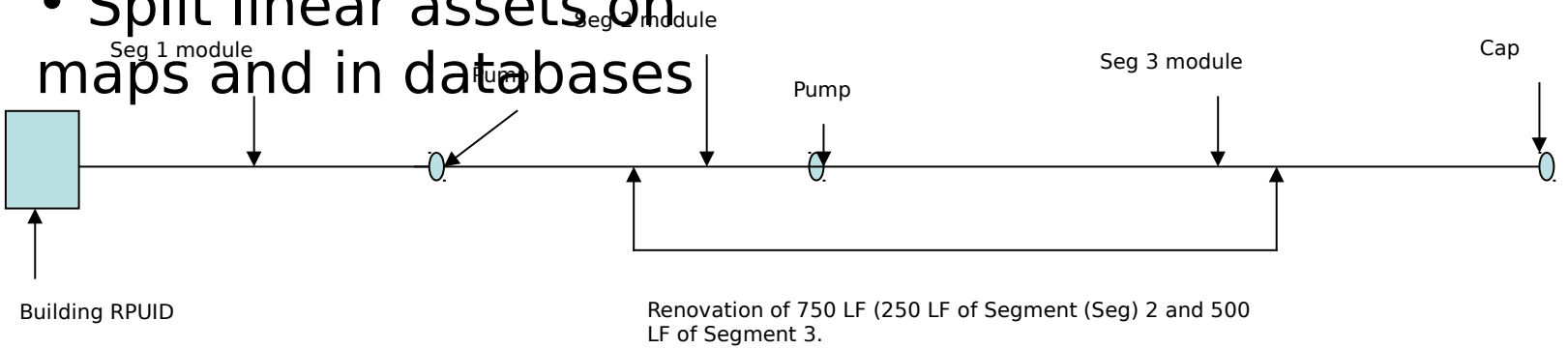
Then the Assignment Type on Assignment Tab should be set="P" and Partition Data entered on the Partition Tab

NOTE – it is currently planned in SCP 19,. To change this Tab to



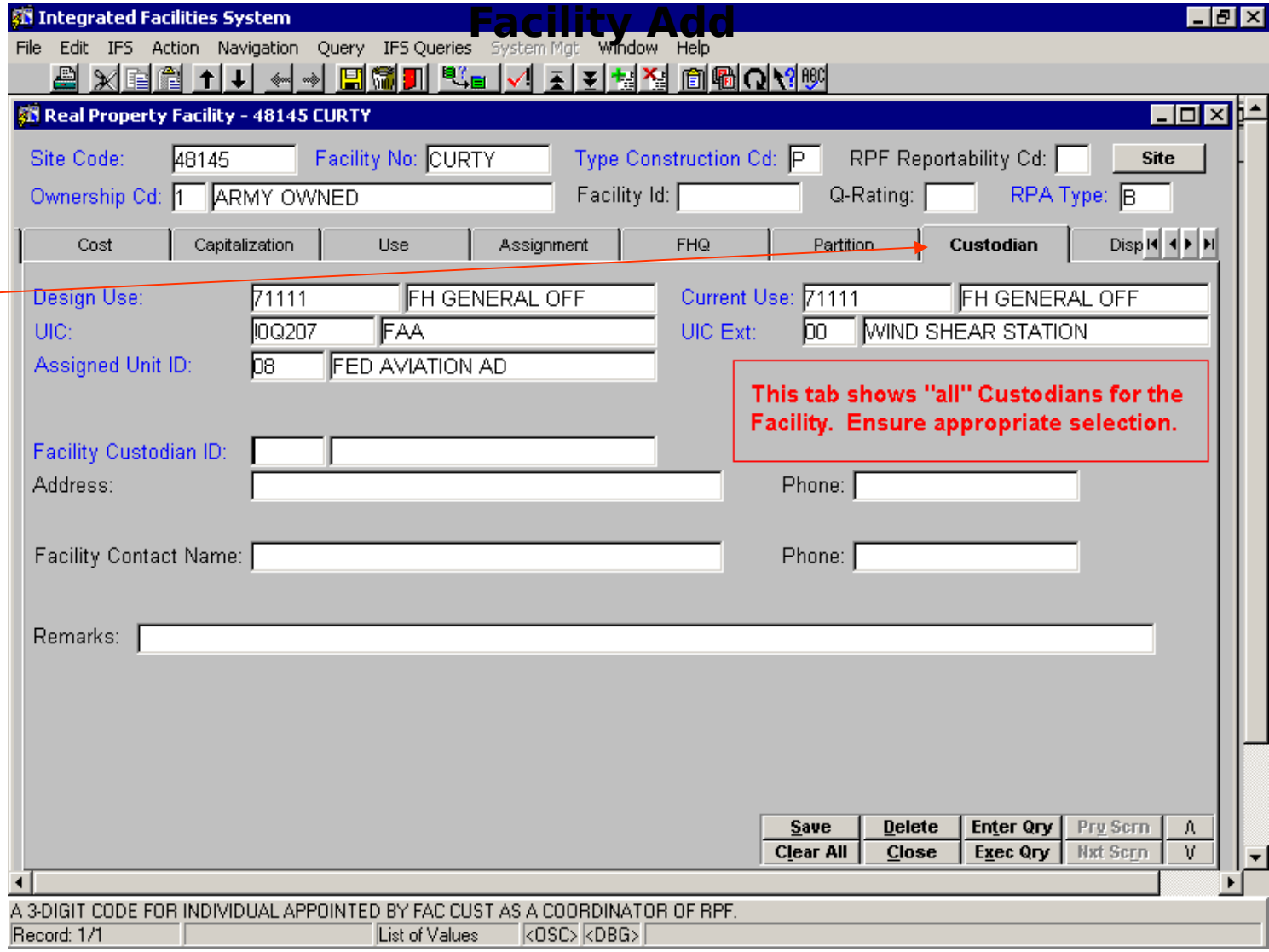
Linear Assets and Networked Facilities

- Identify roads, pipelines, electrical lines, etc.
- Identify nodes
- Split linear assets on maps and in databases



If you want to add Custodians to the Facility, then use the Custodian Tab

You may enter as many Custodians as needed. Custodians are entered as related to each assignment

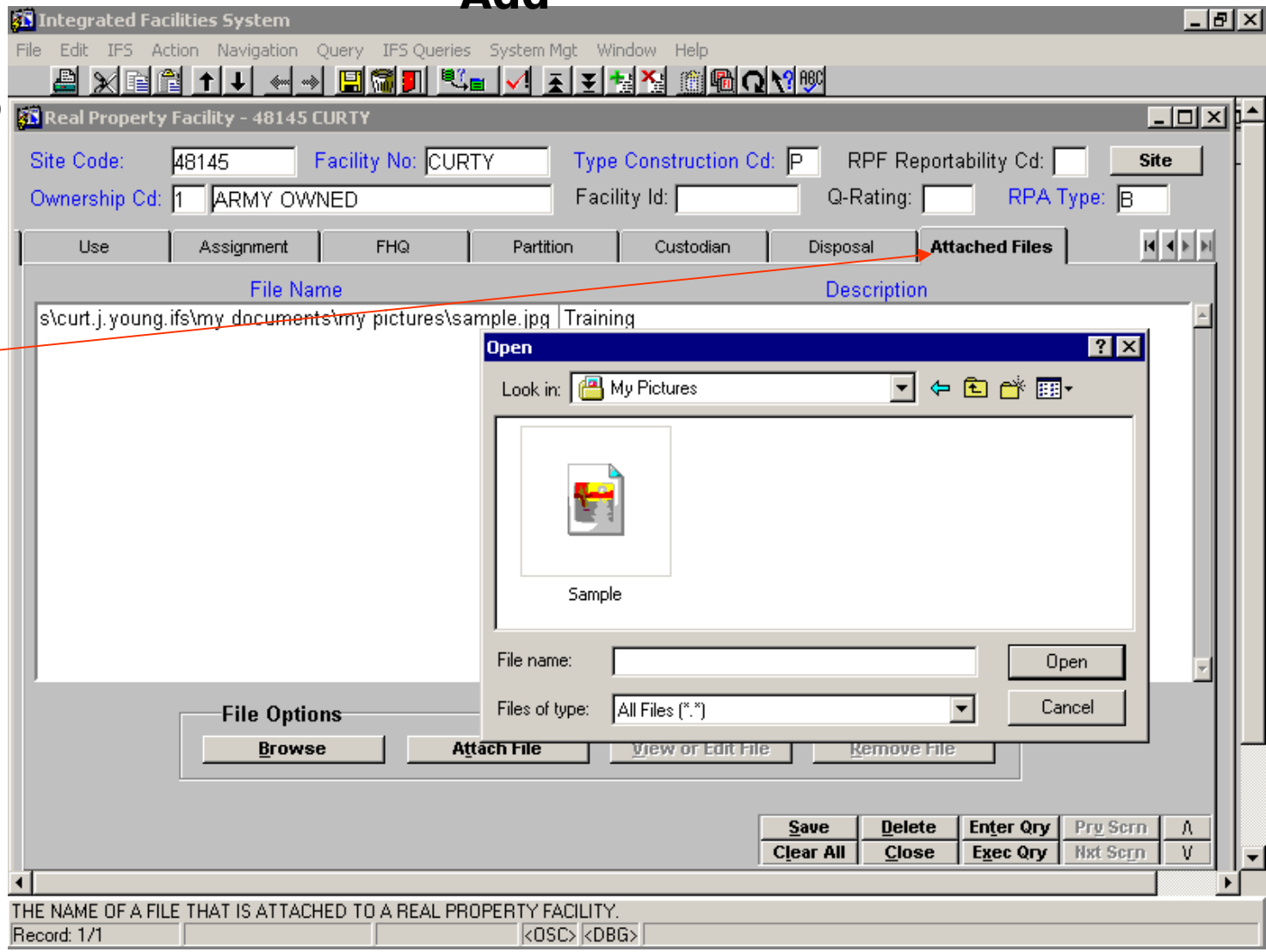


Facility Add

If you wish to Attach Files to the Facility for future reference, then you may use the Attached Files Tab

Examples of files you may want to attach are:

Photos
Drawings
Scanned Copies of 1354's



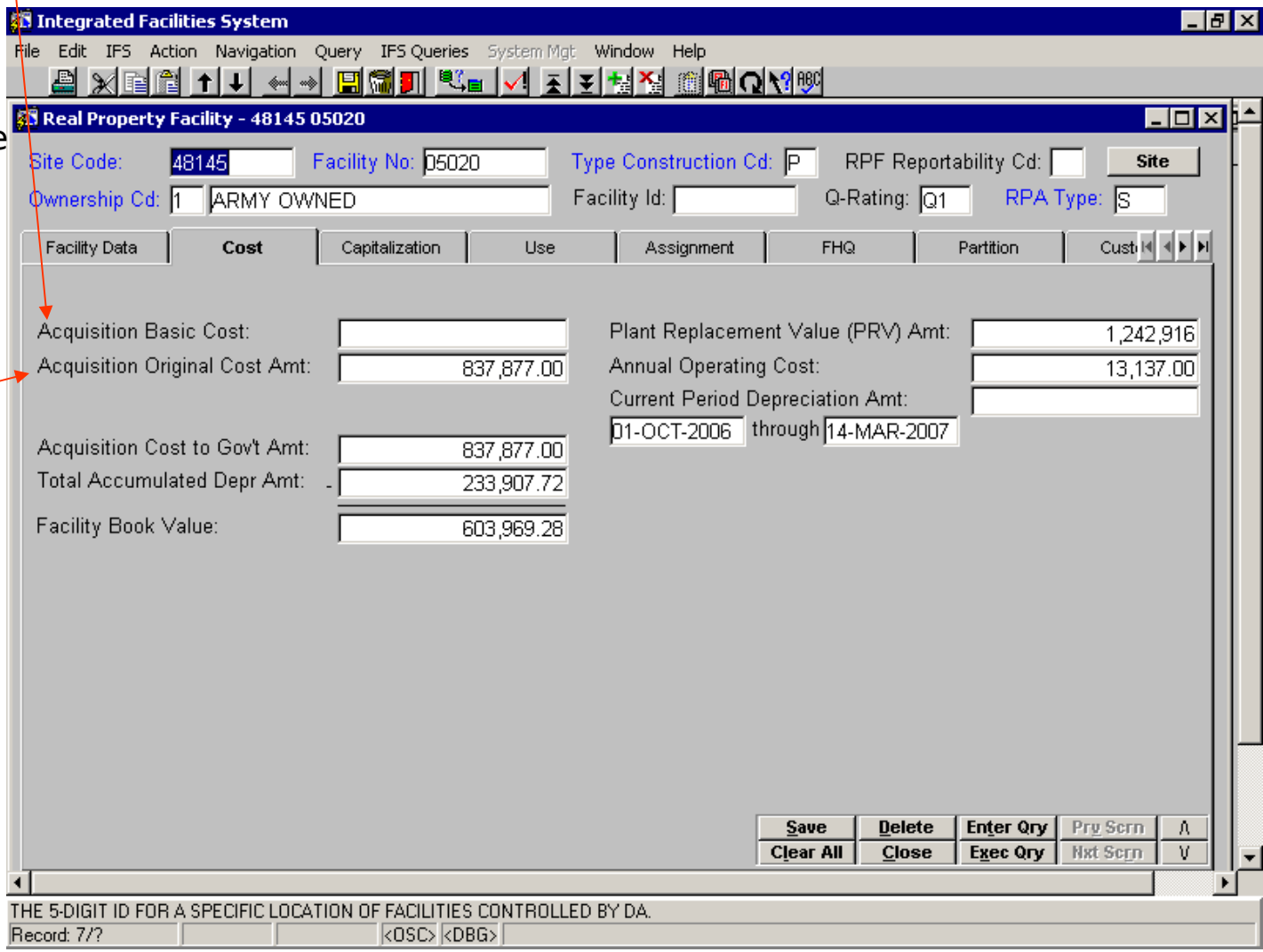
UAT SCP 18-00 REAL PROPERTY TRAINING MARCH 2007

NEW SCP 18
Acquisition Basic Cost

User input optional field. This is the negotiated US dollar amount paid by the government such as the negotiated US dollar amount shown on the deed.

NEW SCP 18
Acquisition Original Cost Amount

Displayed field equal to the Cost Amount from the facility's RPF Capitalization Account record with a Cap Account Type = 'A', plus Cost Amounts from Cap Account Type 'I' records where Site Code, Facility Number, and Document Number

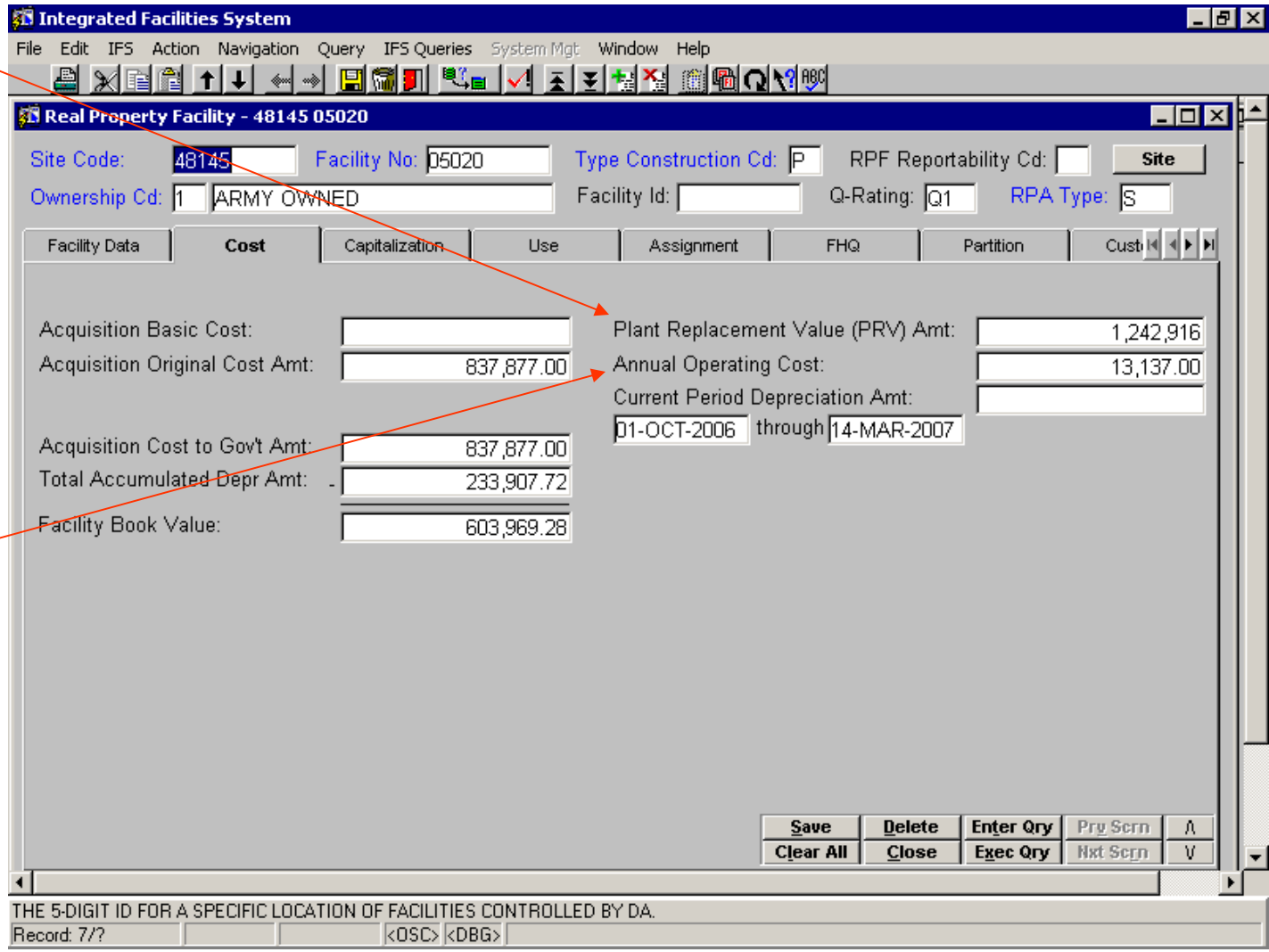


NEW SCP 18
Plant Replacement Value (PRV) Amount

Displayed field equal to the FAC_PRV from the FAC_INFO table (sent from HQEIS) for the Facility.

NEW SCP 18
Annual Operating Cost Amount

Displayed field equal to FAC_ANNUAL_OPER_COST from the FAC_INFO (sent from

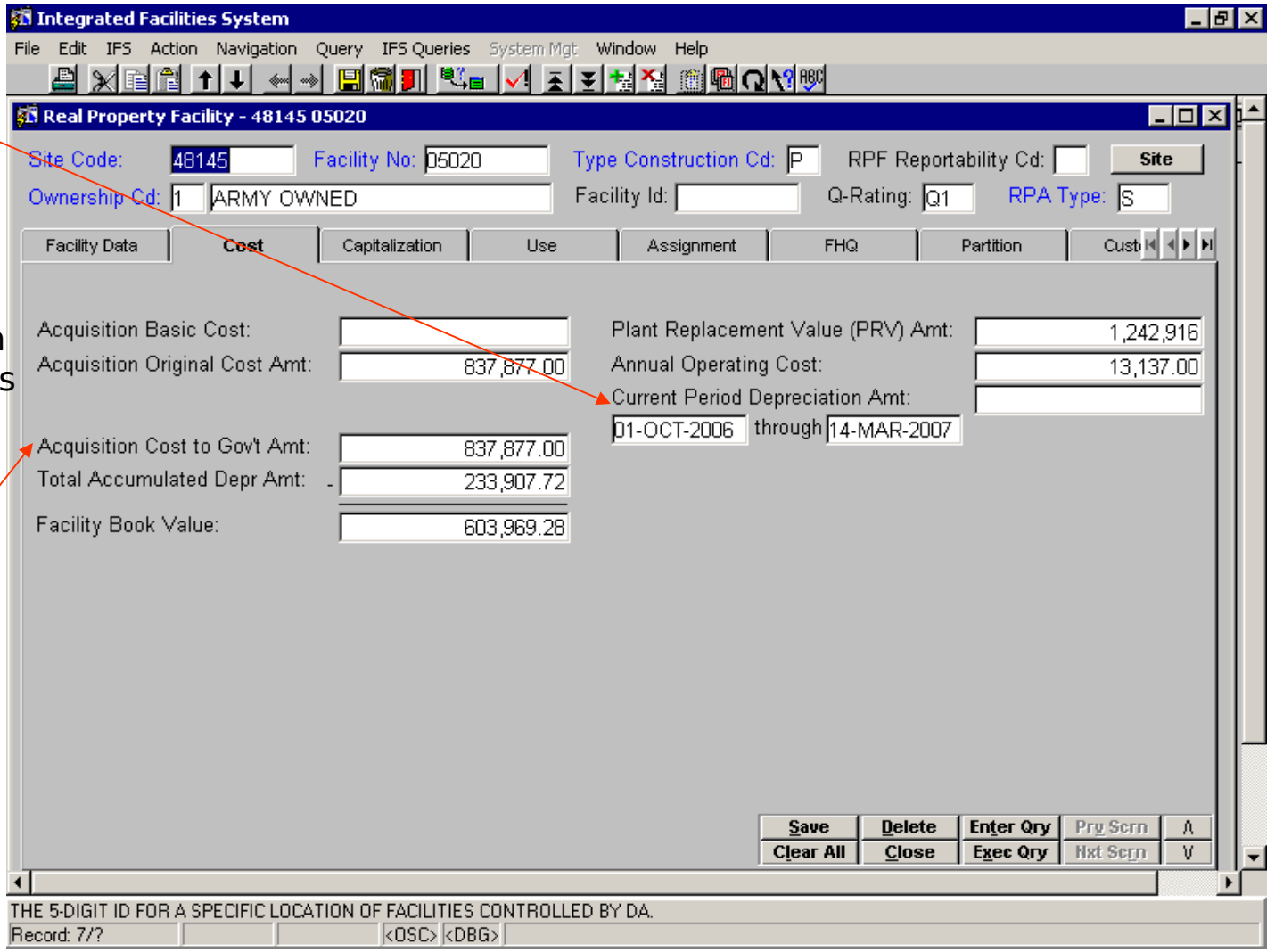


NEW SCP 18
Current Period Depreciation Amount

Displayed field equal to the sum of the Trans Amount from the facility's depreciation Subsidiary Ledger records for current FY to date.

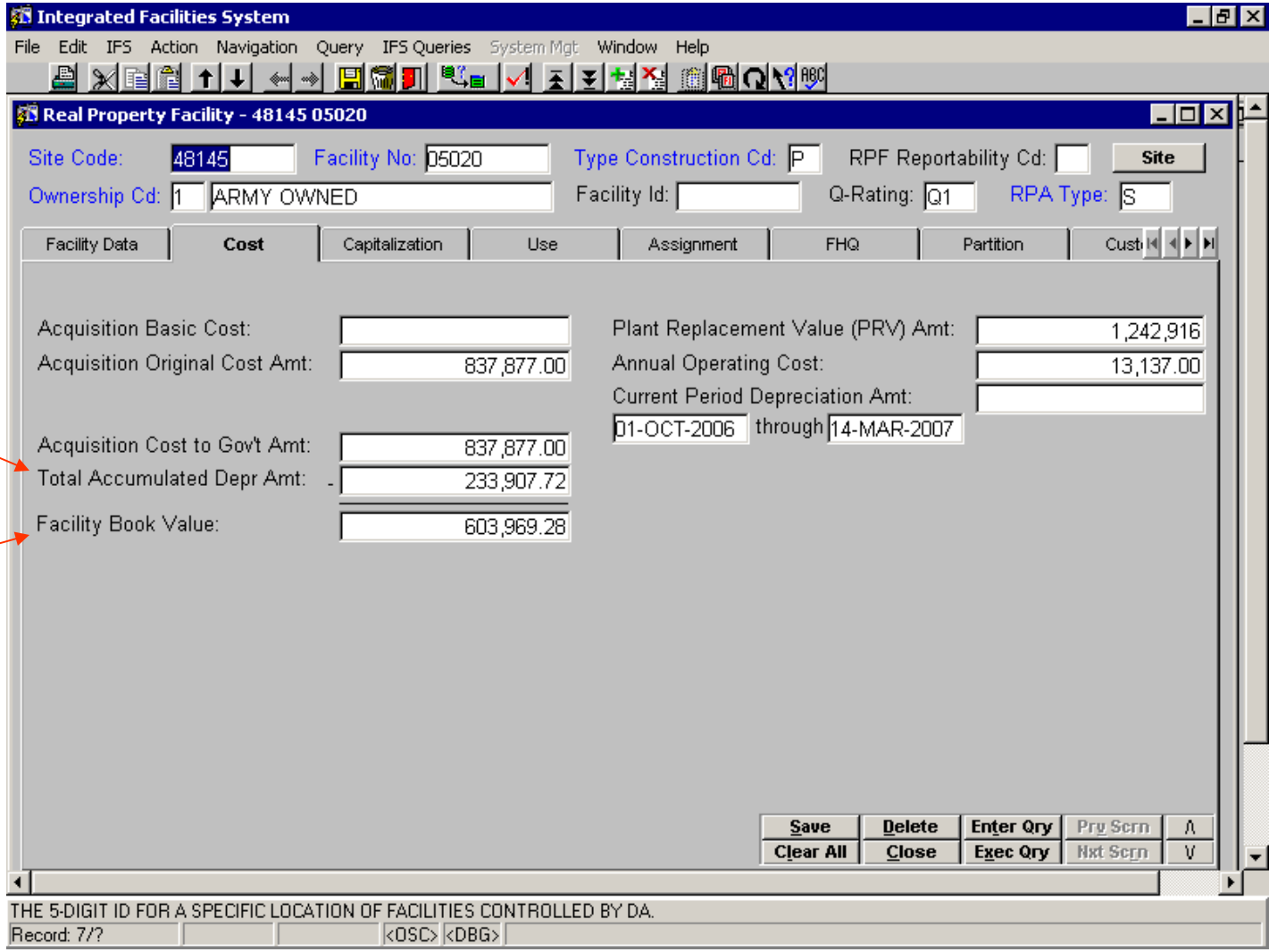
NEW SCP 18
Acquisition Cost to Government Amount

Displayed field equal to the sum of Cost Amount From the facility's RPF Capitalization Account records with Capitalize Code = 'Y'



NEW SCP 18
Facility Total Accumulated Depreciation Amount

Displayed field equal to the sum of the Accumulated Depreciation Balance from the facility's RPF Capitalization Account records with Capitalize Code = 'Y'. **NULL on DPAS Sites**



NEW SCP 18
Facility Book Value Amount

Displayed field equal to Acquisition Cost to Government Amount minus Facility Total Accumulated Depreciation Amount

Practical Exercise

Adding a New Facility Record To IFS

Practical Exercise- Adding a New Facility Record to IFS

1. Using the Real Property Facility Form.
   a. Using the F4 Key, Toolbar, Action Menu, etc. put the form in the Insert Mode.
   b. Begin Entering a New Facility:
      i. Site Code: 48145
      ii. Facility Number: SCP18
      iii. Type Construction: P
      iv. Reportability: Blank
      v. Ownership: 1
      vi. Q-Rating 2

   What Happened? Why?

      vii. RPA TYPE B
      viii. Date Built: 1 JAN 2006
      ix. Date RPI Inspection: 10 JUN 2006
      x. Date Acquired: 1 FEB 2006
      xi. Facility Acquisition Cd: X

   c. What Happened when you entered the Facility Acquisition Code and Tabbed to the
      next field? Why?

2. Continuing with data entry from above:
   a. Acknowledge the Warning Message regarding Facility Acquisition Code. (Press OK)
   b. What field is the Cursor in?
   c. Why?

Practical Exercise- Adding a New Facility Record to IFS

3. Continuing with data entry from above:

a. After entering the Transfer in DODAAC (above) the Cursor should be in the Mandatory Field FACILITY ACTIVATION STATUS CODE - go ahead and Enter:

i. Facility Activation Status Code: A0
ii. Utilization Rate: 100
iii. Mission Dependency Code: MC
iv. Replacement Organization Code: 00
v. Replacement Fund Code: 01

b. Where is the Cursor?

c. Why did it jump over the Mandatory Fields Primary Use Category Code, FAC and UM?

d. What happens if you place the cursor in the Primary Use Category Code field and enter a value?

e. Feel free to enter any other optional data on the Facility Data Tab

f. Press the Facility Address Button and enter:

i. 2007 RPS Street, Atlanta, GA, 30303
ii. 255 Courtland Street, Atlanta, GA, 30303

g. Press Save. What Happens?

h. Acknowledge Message. Where is Cursor?

Practical Exercise- Adding a New Facility Record to IF

4. Continuing with data entry from above:

a. Enter on RPF Use Tab:

i. Design Use Category Code: 61050
ii. RPF Use Area Total: 10,000
iii. RPF Use Other Measure Total: 150
iv RPF Use Condition Code: A

b. Press Save. What Happens?

c. After Acknowledging the three messages above where is the cursor?

5. Continuing with data entry from above:

a. Enter on Assignment Tab:

i. Current Use Category Code: 61050
ii. UIC: W1JYAA
iii. User Org Code: 00
iv. Sustainment Org Code: 00
v. Sustainment Fund Code: 01
vi. Gross Area Assigned: 11,000

b. What Happened?

c. Acknowledge message and Enter Gross Area Assigned as 10,000

d. Press Save. What Happened?

e. Acknowledge Message. Where is Cursor?

Practical Exercise- Adding a New Facility Record to IFS

6. Continuing with data entry from above:

a. Enter on Capitalization Tab:

i. Document Number: RPS-PE (Acknowledge CIP Message)
ii. Voucher Number: RPS-PE
iii. Date of Capitalization: 10 DEC 2006
iv. Cost Amount: $150,000
v. Available for Use Date: 1 DEC 2006
vi. Document Source Code: A
vii. Description of Cap: RPS-PE Add Facility
viii. Fac Useful Life Adj Yrs 20

What Happened? Why?

b. Press Save. What Happens?

c. After Acknowledging message Select the Facility Tab and then press the Construction Button.

d. On the RPF-Construction Window Enter:

i. Facility Type: B
ii. Estimated Life: 2090
iii. Number of Floors: 3
iv. Constr Material Code: BV

e. Press OK on bottom of RPF Construction Window.

Practical Exercise- Adding a New Facility Record to IFS

7. After Saving the Facility data from above select the Assignment Tab:

a. Place the Cursor in the Street Address Field and Press the F11 (list Values) k
What addresses do you see?

b. Choose 2007 RPS Street and save record.

c. If you want to Partition this Facility, what must you now do?

IFS REAL PROPERTY FUNCTIONALITY

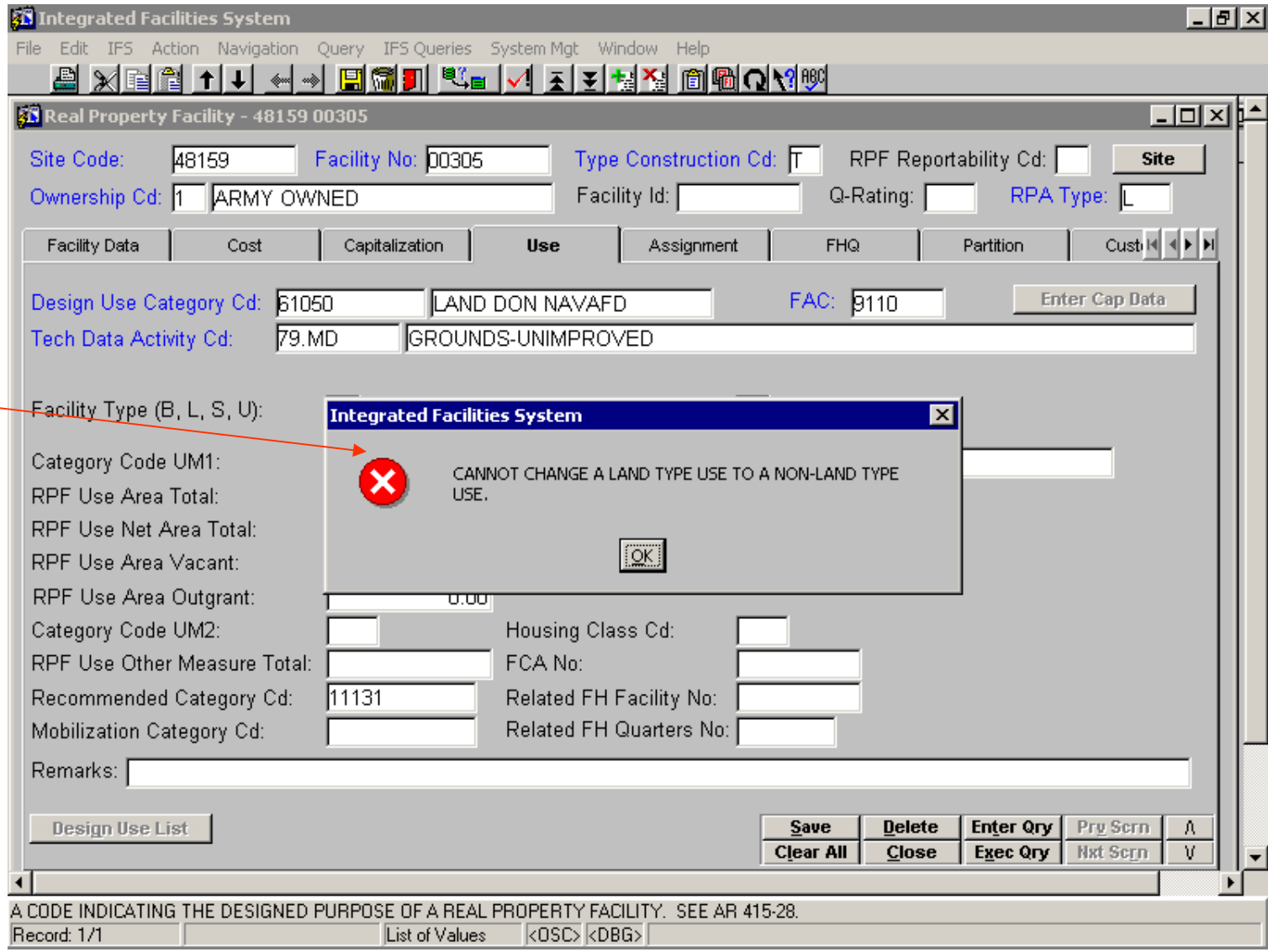
- **Adding/Changing Facility Uses**
- **Changing Facility Data**

Adding Use

You cannot add an additional Use to Certain types of Facilities.

If you try to Add an Additional Use to a **Land Facility** the system generates an error message

This is also true for **Cemeteries** and **Monuments**

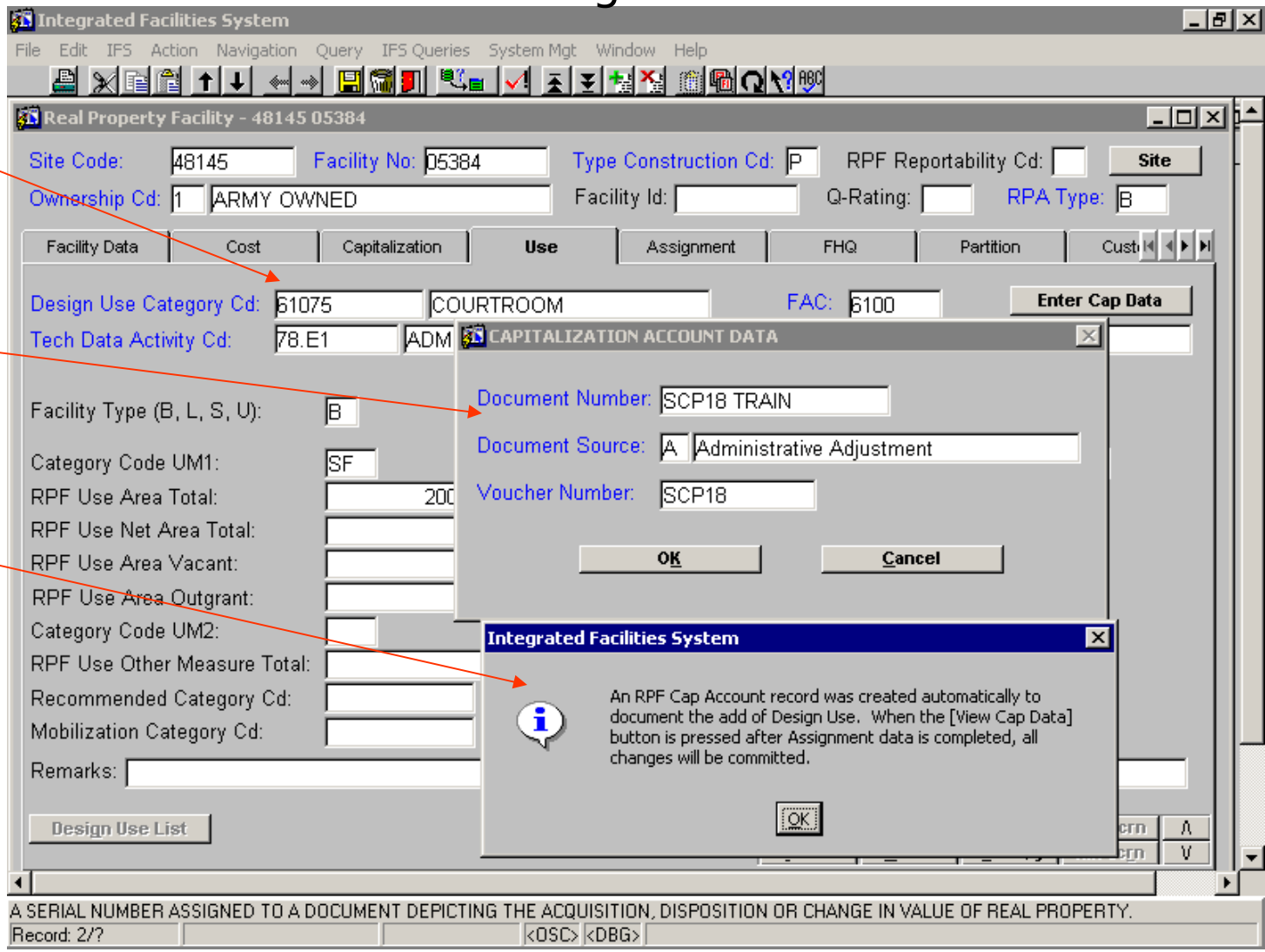


Use Tab – Adding a New Use

User Enters new Design Use Category Code

System Assists User in Preparing A Cap Account Record

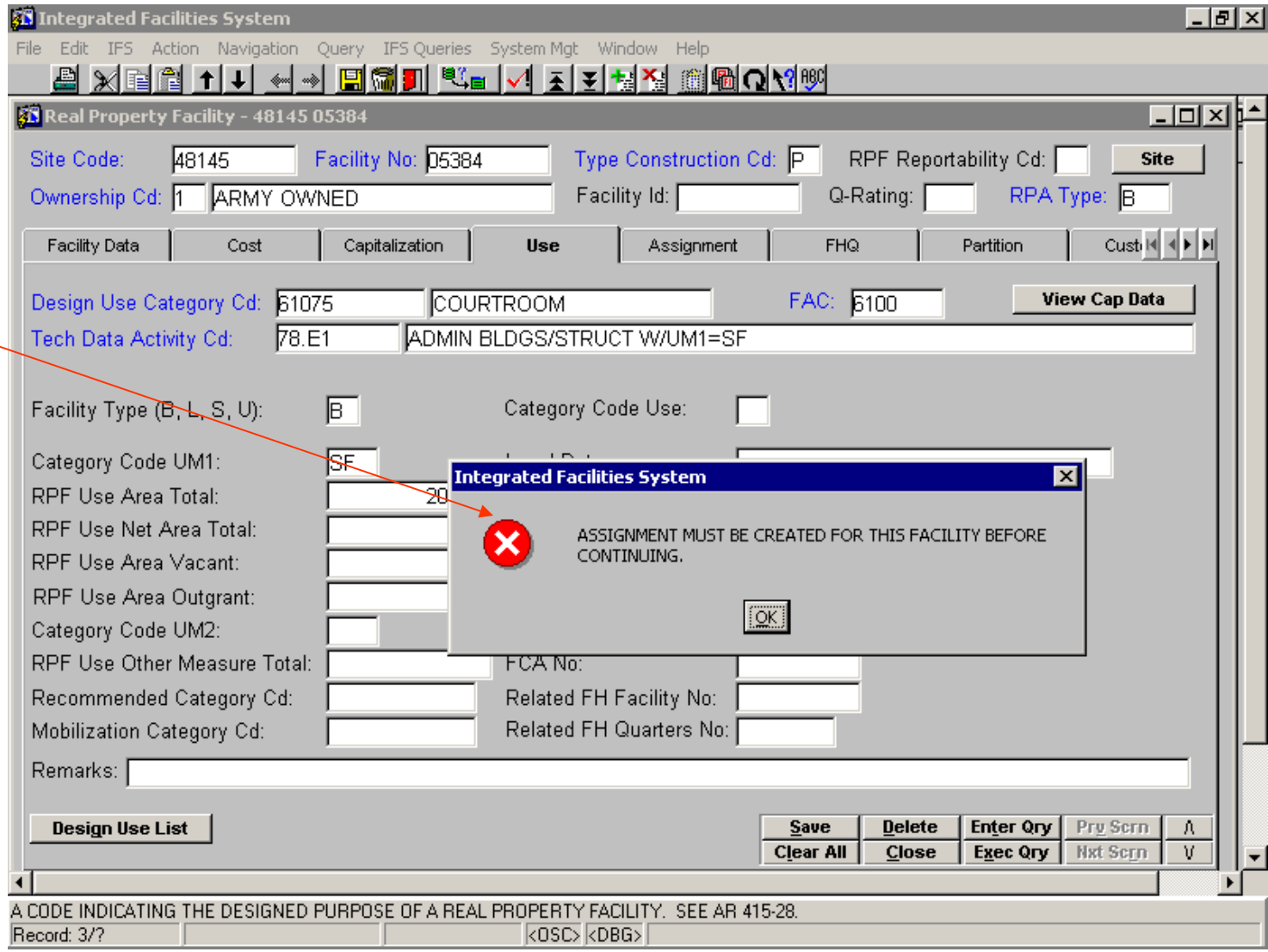
System Prompts User and Provides Opportunity to Change Primary Use


Integrated Facilities System
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
Real Property Facility - 48145 05384
Site Code: 48145
Facility No: 05384
Type Construction Cd: P
RPF Reportability Cd:
Site
Ownership Cd: 1 ARMY OWNED
Facility Id:
Q-Rating:
RPA Type: B
Facility Data
Cost
Capitalization
Use
Assignment
FHQ
Partition
Design Use Category Cd: 61075 COURTROOM
FAC: 6100
Enter Cap Data
Tech Data Activity Cd: 78.E1 ADM
Facility Type (B, L, S, U): B
Category Code UM1: SF
RPF Use Area Total:
RPF Use Net Area Total:
RPF Use Area Vacant:
RPF Use Area Outgrant:
Category Code UM2:
RPF Use Other Measure Total:
Recommended Category Cd:
Mobilization Category Cd:
Remarks:
Design Use List
CAPITALIZATION ACCOUNT DATA
Document Number: SCP18 TRAIN
Document Source: A Administrative Adjustment
Voucher Number: SCP18
OK
Cancel
Integrated Facilities System
An RPF Cap Account record was created automatically to document the add of Design Use. When the [View Cap Data] button is pressed after Assignment data is completed, all changes will be committed.
OK
A SERIAL NUMBER ASSIGNED TO A DOCUMENT DEPICTING THE ACQUISITION, DISPOSITION OR CHANGE IN VALUE OF REAL PROPERTY.
Record: 2/?
<OSC> <DBG>

Use Tab – Adding a New Use

System will not let you save the new use until you also build and save an Assignment Record for the Use.

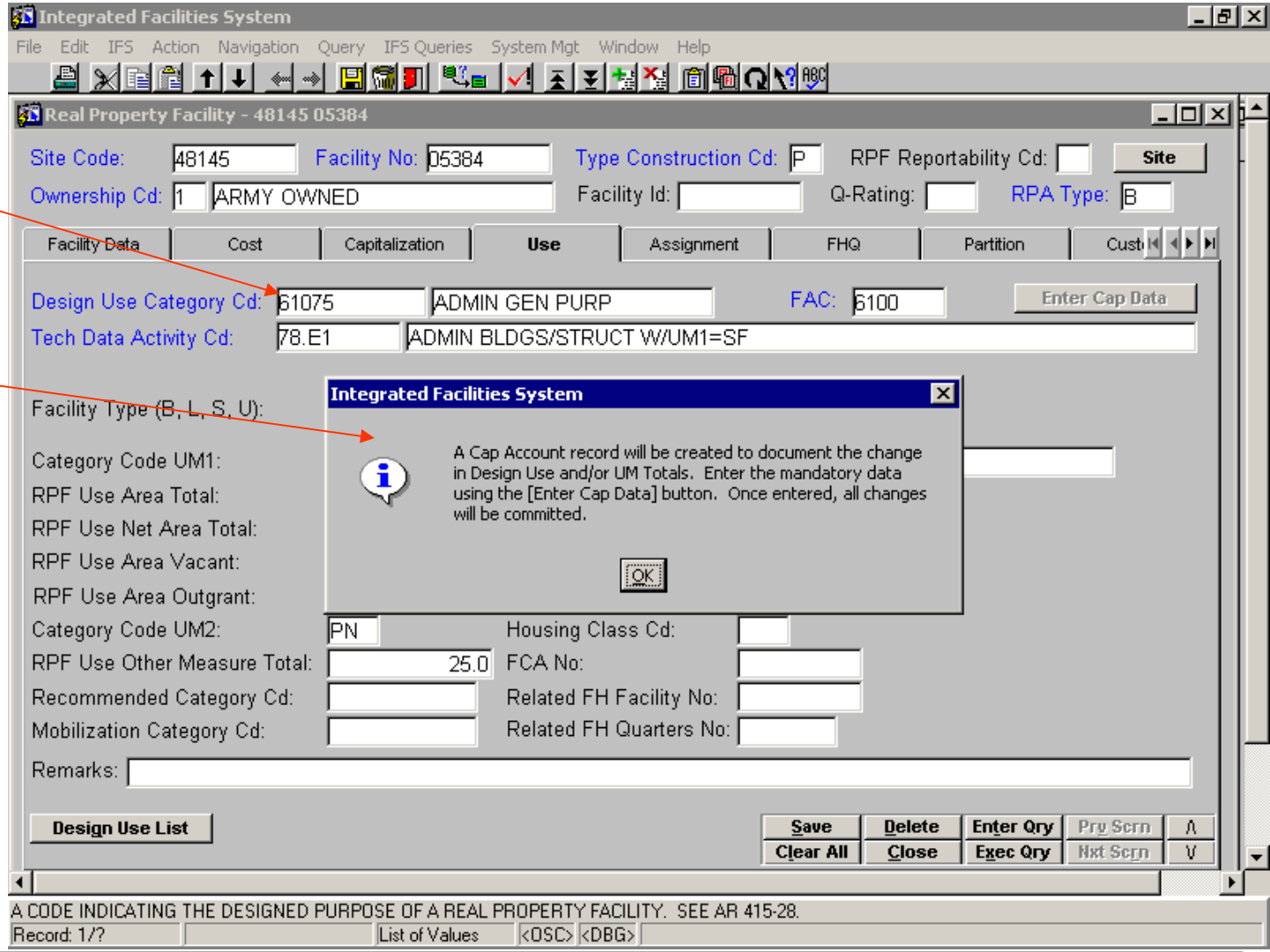
Remember Each Use Must Have at least One Assignment.


Integrated Facilities System
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
Real Property Facility - 48145 05384
Site Code: 48145 Facility No: 05384 Type Construction Cd: P RPF Reportability Cd: Site
Ownership Cd: 1 ARMY OWNED Facility Id: Q-Rating: RPA Type: B
Facility Data Cost Capitalization Use Assignment FHQ Partition Cust
Design Use Category Cd: 61075 COURTROOM FAC: 6100 View Cap Data
Tech Data Activity Cd: 78.E1 ADMIN BLDGS/STRUCT W/UM1=SF
Facility Type (B, L, S, U): B Category Code Use:
Category Code UM1: SF
RPF Use Area Total:
RPF Use Net Area Total:
RPF Use Area Vacant:
RPF Use Area Outgrant:
Category Code UM2:
RPF Use Other Measure Total:
Recommended Category Cd:
Mobilization Category Cd:
FCA No:
Related FH Facility No:
Related FH Quarters No:
Remarks:
Design Use List
Save Delete Enter Qry Prv Scrn
Clear All Close Exec Qry Nxt Scrn
Integrated Facilities System
ASSIGNMENT MUST BE CREATED FOR THIS FACILITY BEFORE CONTINUING.
OK
A CODE INDICATING THE DESIGNED PURPOSE OF A REAL PROPERTY FACILITY. SEE AR 415-28.
Record: 3/?
<OSC> <DBG>

Use Tab – Changing a Use

User **Overlays** existing Design Use Category Code with replacement Design Use Category Code.

System Assists User in Preparing A Cap Account Record to document the change



Changing Use Data Rules

For a Heritage Designated Asset.

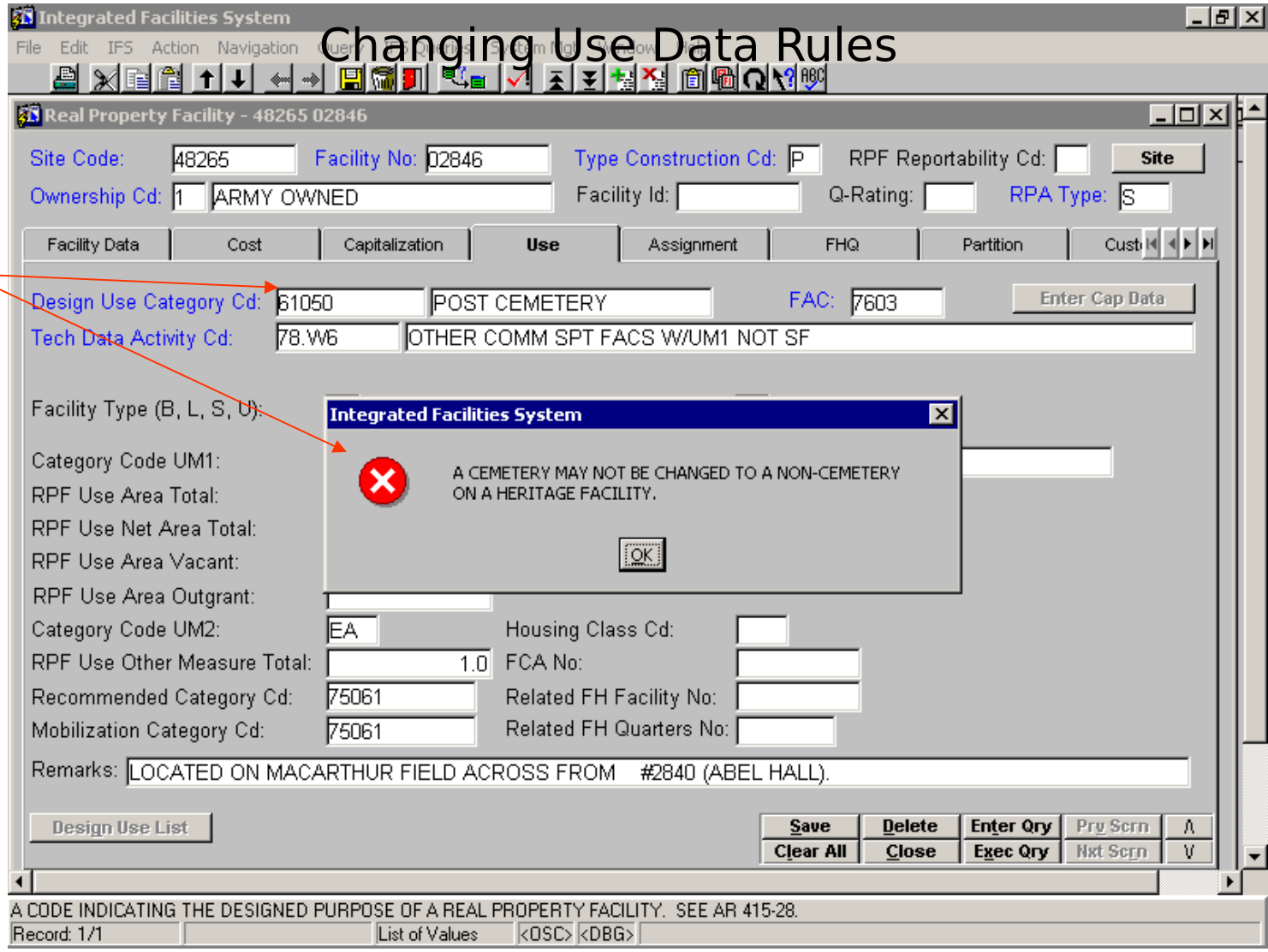
System will not allow you to Change a Cemetery 76030, 76031, 76032, 76033 to a non Cemetery

The same is true for 76020 Monuments

Also you cannot change a Non Monument to a Monument – a Non Cemetery to a Cemetery

or

A building to a Non Building and vice versa



At DRAS Sites, this

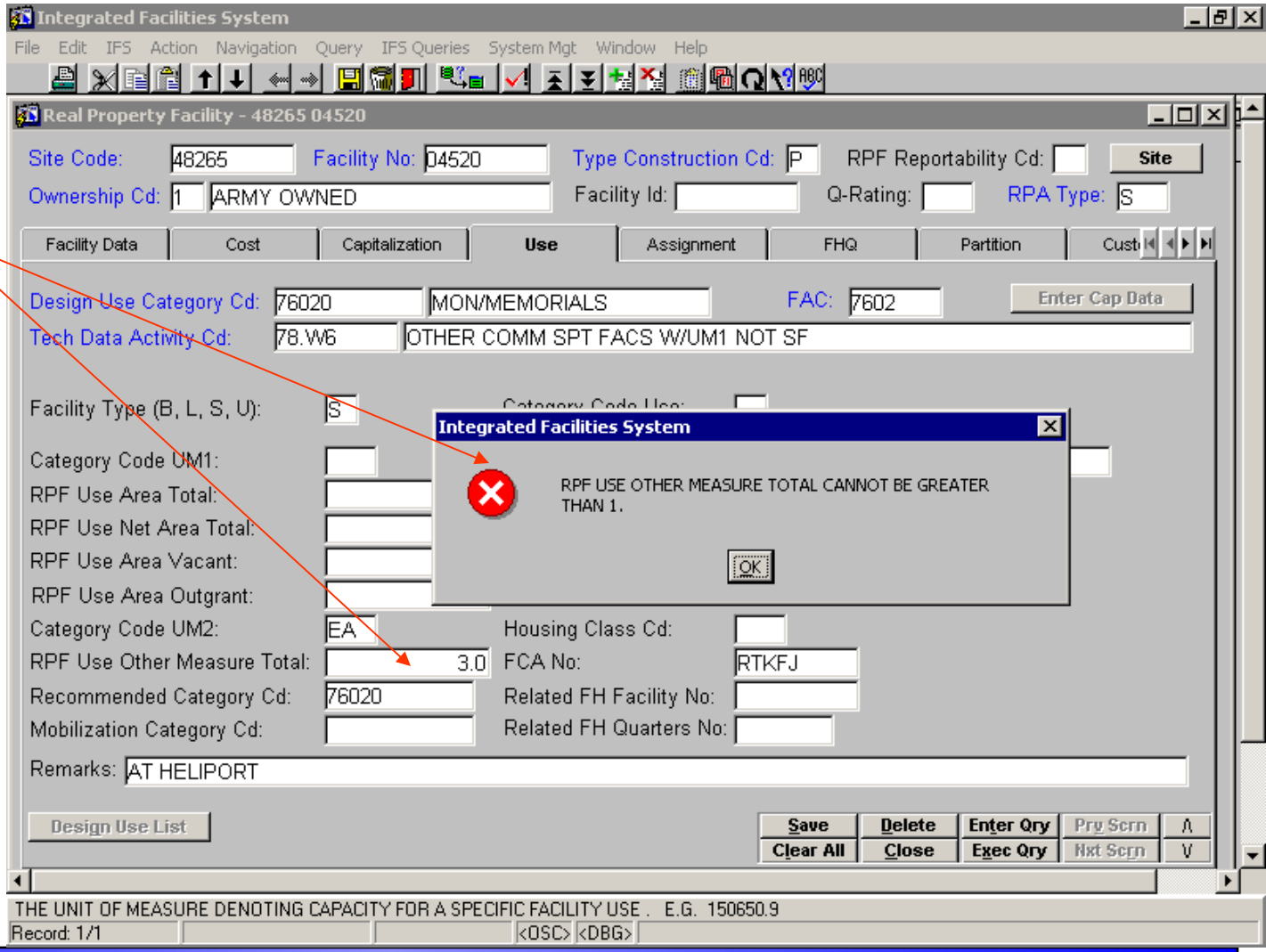
Changing Use Data Rules-Changing Use Data

System will not allow you to enter an Other Measure Total Greater than one (1) if the Design Use is equal to:

76030, 76031, 76032, 76033 **CEMETERIES**

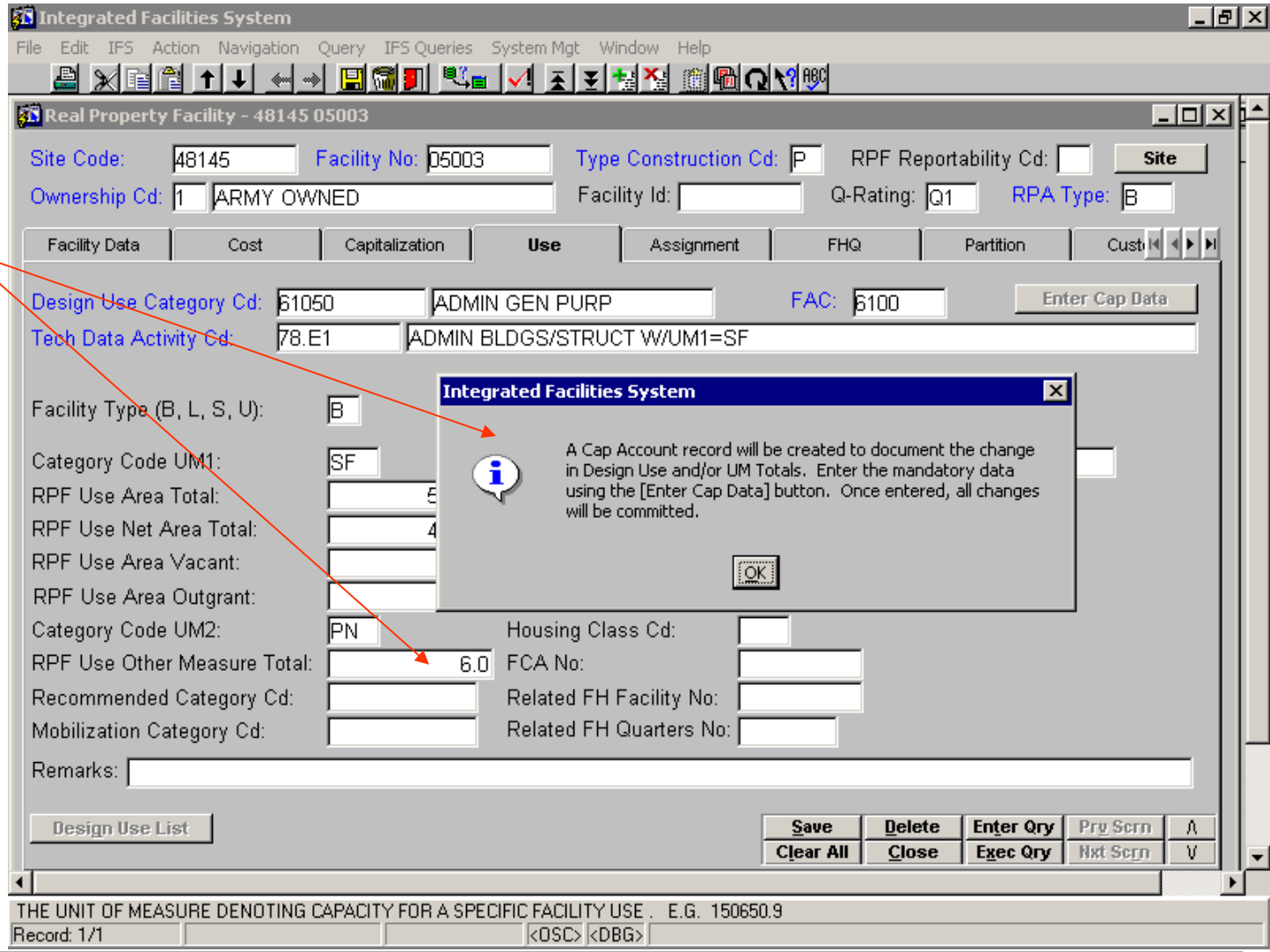
76020 **Monuments**

76010 **Museums**



Changing Use Data Rules-Changing Use Data

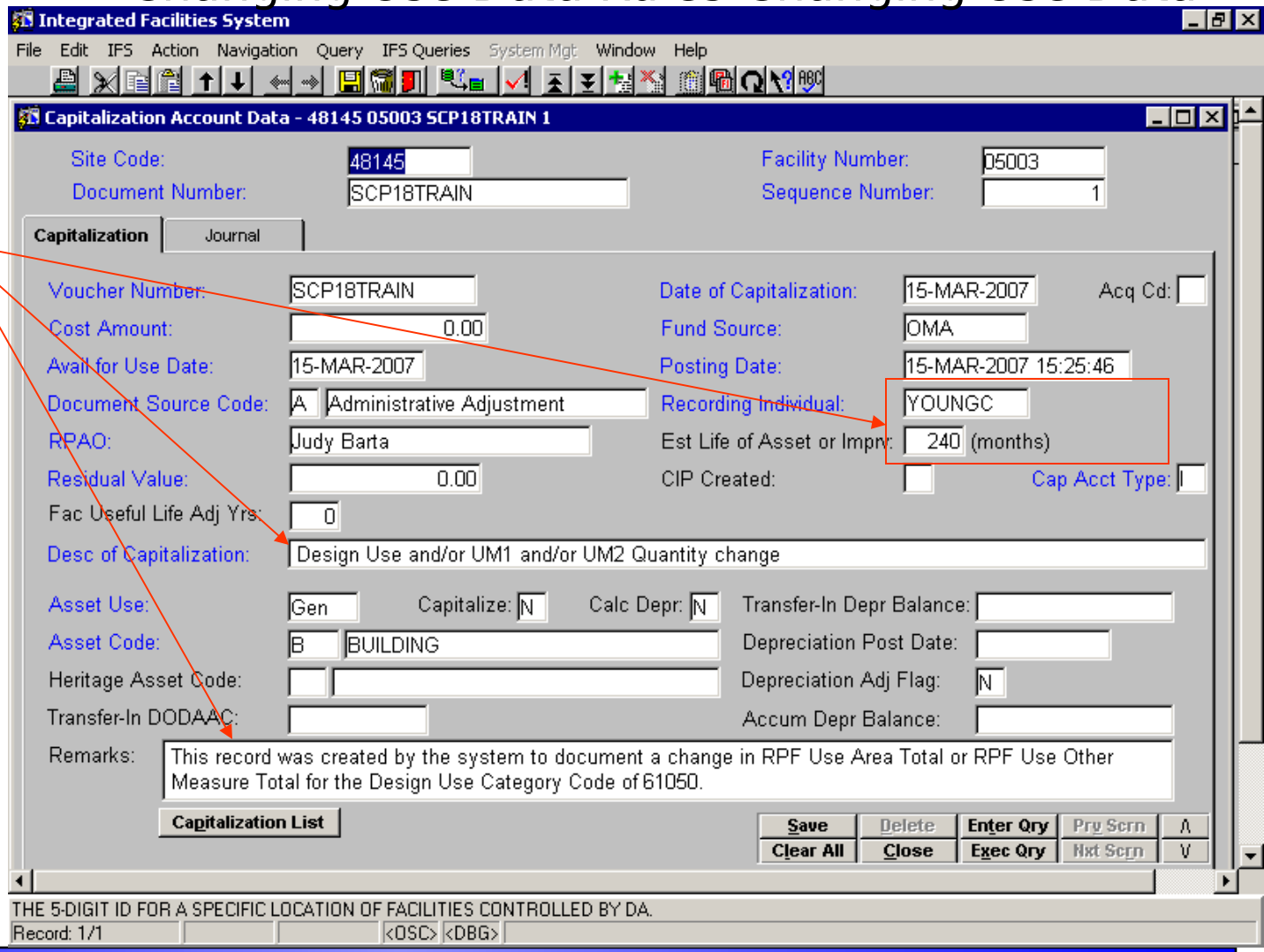
When Changing the values of RPF Use Area Total and RPF Use Other Measure Total, the system assists in preparation of an RPF Capitalization Account Record to record the event.


Integrated Facilities System
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
Real Property Facility - 48145 05003
Site Code: 48145
Facility No: 05003
Type Construction Cd: P
RPF Reportability Cd:
Site
Ownership Cd: 1 ARMY OWNED
Facility Id:
Q-Rating: Q1
RPA Type: B
Facility Data
Cost
Capitalization
Use
Assignment
FHQ
Partition
Design Use Category Cd: 61050 ADMIN GEN PURP
FAC: 6100
Enter Cap Data
Tech Data Activity Cd: 78.E1 ADMIN BLDGS/STRUCT W/UM1=SF
Facility Type (B, L, S, U): B
Category Code UM1: SF
RPF Use Area Total:
RPF Use Net Area Total:
RPF Use Area Vacant:
RPF Use Area Outgrant:
Category Code UM2: PN
RPF Use Other Measure Total: 6.0
Recommended Category Cd:
Mobilization Category Cd:
Housing Class Cd:
FCA No:
Related FH Facility No:
Related FH Quarters No:
Remarks:
Integrated Facilities System
A Cap Account record will be created to document the change in Design Use and/or UM Totals. Enter the mandatory data using the [Enter Cap Data] button. Once entered, all changes will be committed.
OK
Design Use List
Save
Delete
Enter Qry
Clear All
Close
Exec Qry
THE UNIT OF MEASURE DENOTING CAPACITY FOR A SPECIFIC FACILITY USE . E.G. 150650.9
Record: 1/1
<OSC>
<DBG>

Changing Use Data Rules-Changing Use Data

This is an example of the Capitalization Record Created when the values of RPF Use Area Total and/or RPF Use Other Measure Total are changed.

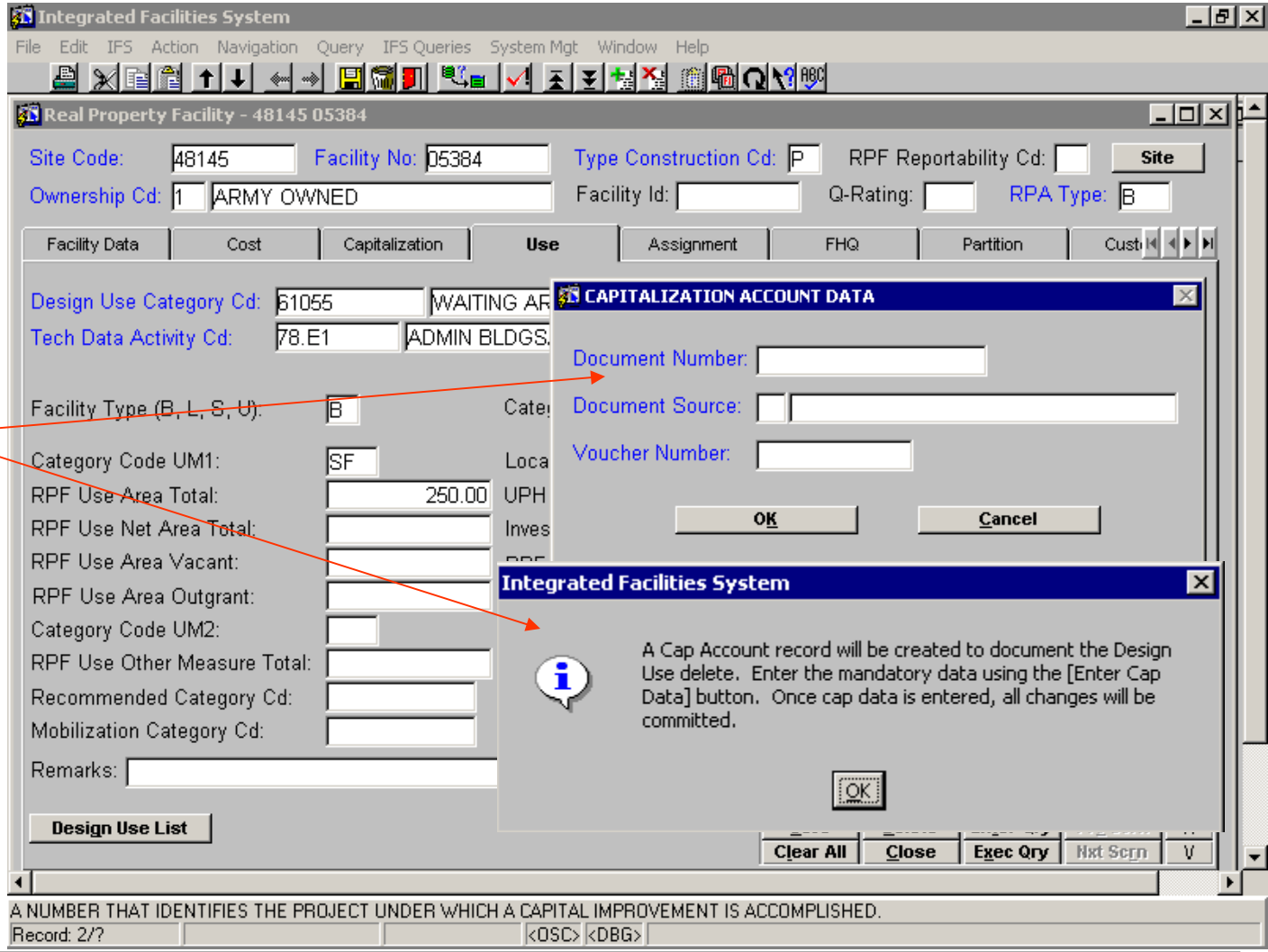
The Description and Remarks indicates what change was made and the recording individual and Posting Date denotes who made the change and when the change was made


Integrated Facilities System
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
Capitalization Account Data - 48145 05003 SCP18TRAIN 1
Site Code: 48145
Facility Number: 05003
Document Number: SCP18TRAIN
Sequence Number: 1
Capitalization
Journal
Voucher Number: SCP18TRAIN
Date of Capitalization: 15-MAR-2007
Acq Cd:
Cost Amount: 0.00
Fund Source: OMA
Avail for Use Date: 15-MAR-2007
Posting Date: 15-MAR-2007 15:25:46
Document Source Code: A Administrative Adjustment
Recording Individual: YOUNGC
RPAO: Judy Barta
Est Life of Asset or Imprv: 240 (months)
Residual Value: 0.00
CIP Created:
Cap Acct Type:
Fac Useful Life Adj Yrs: 0
Desc of Capitalization: Design Use and/or UM1 and/or UM2 Quantity change
Asset Use: Gen
Capitalize: N
Calc Depr: N
Transfer-In Depr Balance:
Asset Code: B BUILDING
Depreciation Post Date:
Heritage Asset Code:
Depreciation Adj Flag: N
Transfer-In DODAAC:
Accum Depr Balance:
Remarks: This record was created by the system to document a change in RPF Use Area Total or RPF Use Other Measure Total for the Design Use Category Code of 61050.
Capitalization List
Save
Delete
Enter Qry
Prv Scrn
Clear All
Close
Exec Qry
Nxt Scrn
THE 5-DIGIT ID FOR A SPECIFIC LOCATION OF FACILITIES CONTROLLED BY DA.
Record: 1/1
<OSC>
<DBG>

Use Tab – Deleting Use (non-primary)

The System allows the deletion of a Use if it is NOT Designated as the Primary Use for the Facility.

NOTE that system provides Assistance in Documenting the Deletion by building an RPF Capitalization Account Record.



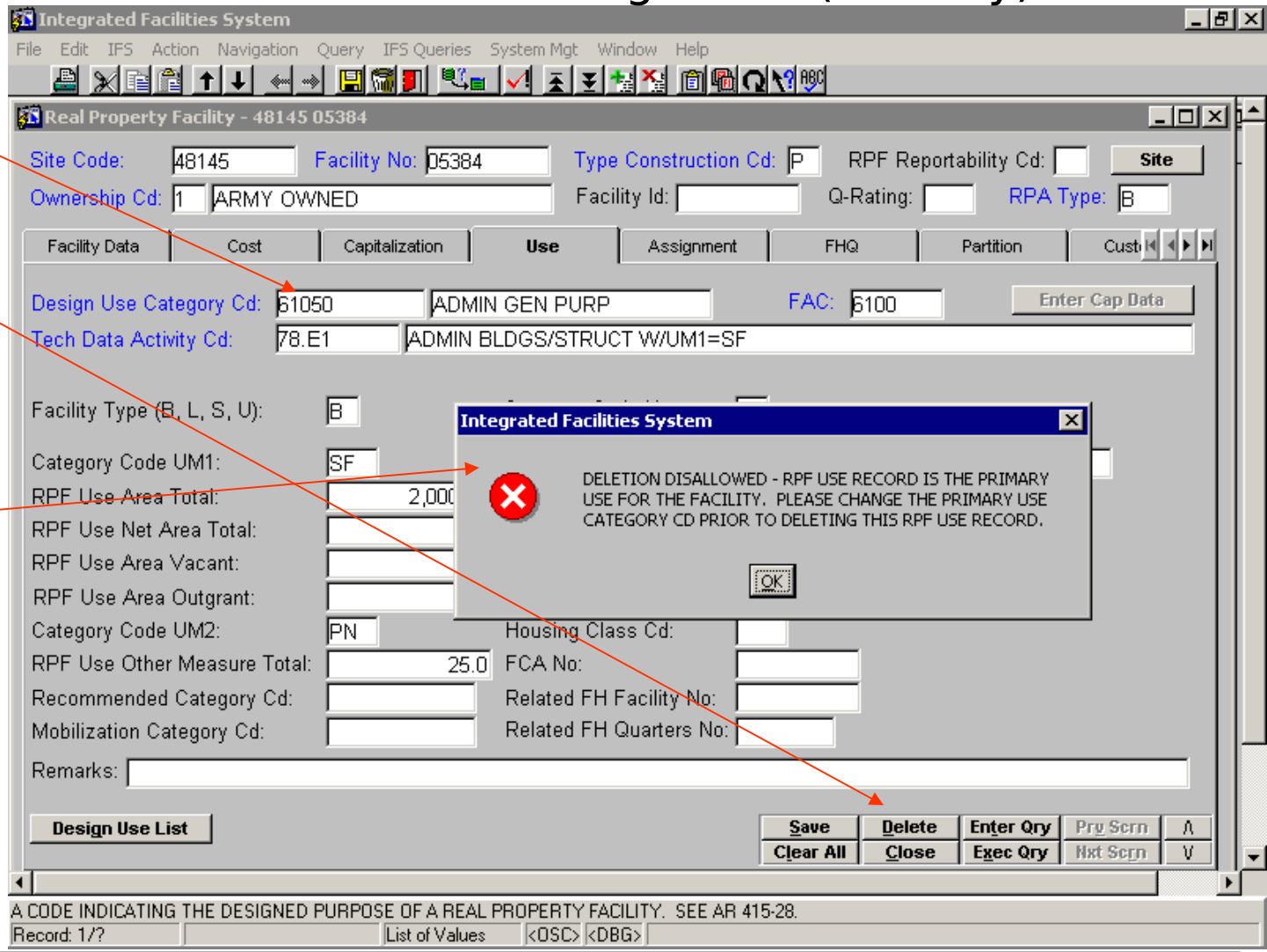
Use Tab – Deleting a Use (Primary)

User Selects Design Use Category Code to Delete

User Presses Delete Button

System Prompts User That they may not Delete the Primary Use of the Facility and must select a new Prime Use prior to deleting.

***NOTE* If there is only one (1) other Design Use, system will automatically Make it the Prime.**

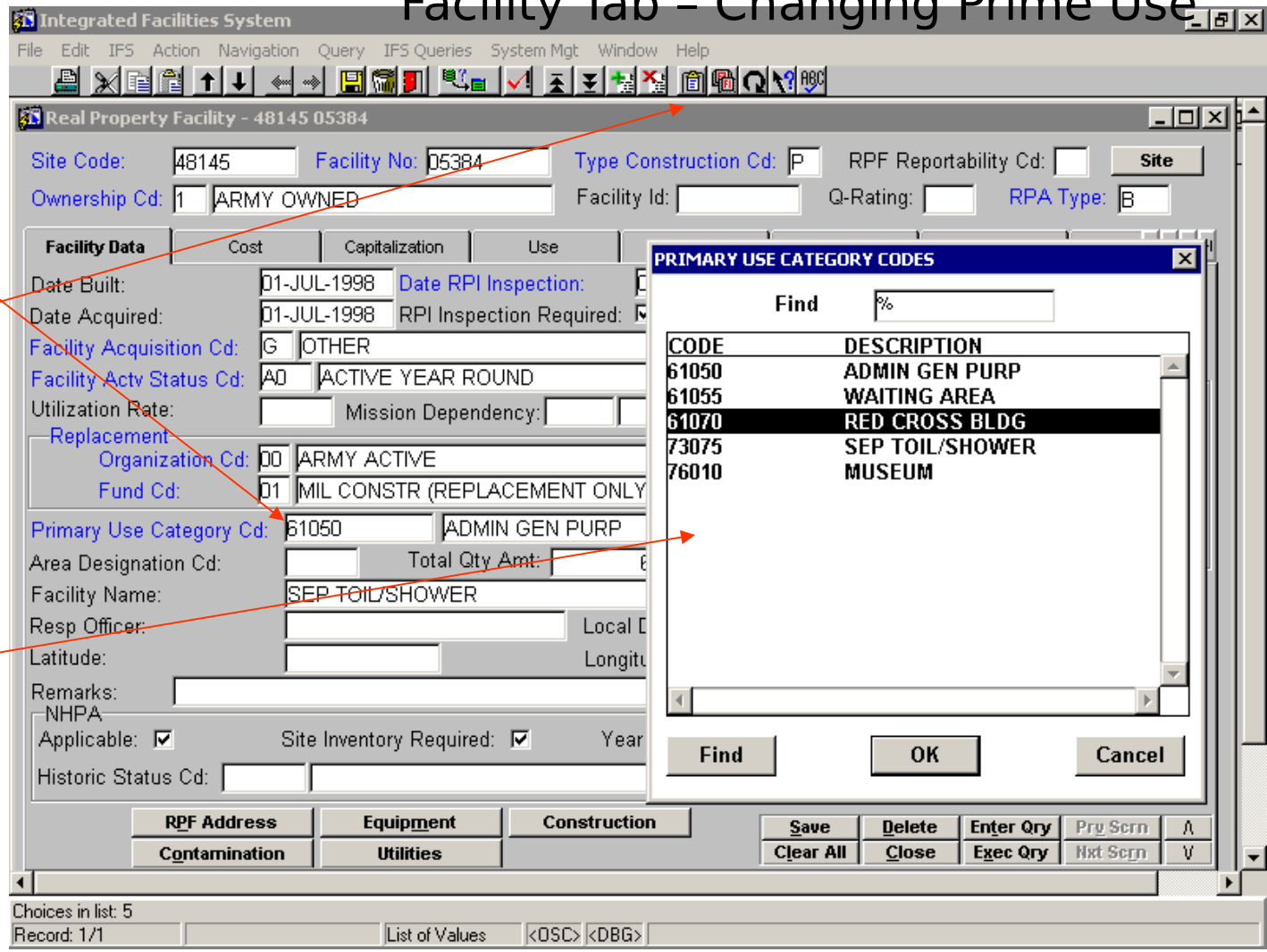


Facility Tab – Changing Prime Use

User places Cursor in Prime Use Category Code field

User Presses List Values Button on Tool Bar (or Presses F11 Key)

User Selects from Available Design Use Category Codes for the Displayed Facility and then Presses OK (or Double Clicks on selected Use)



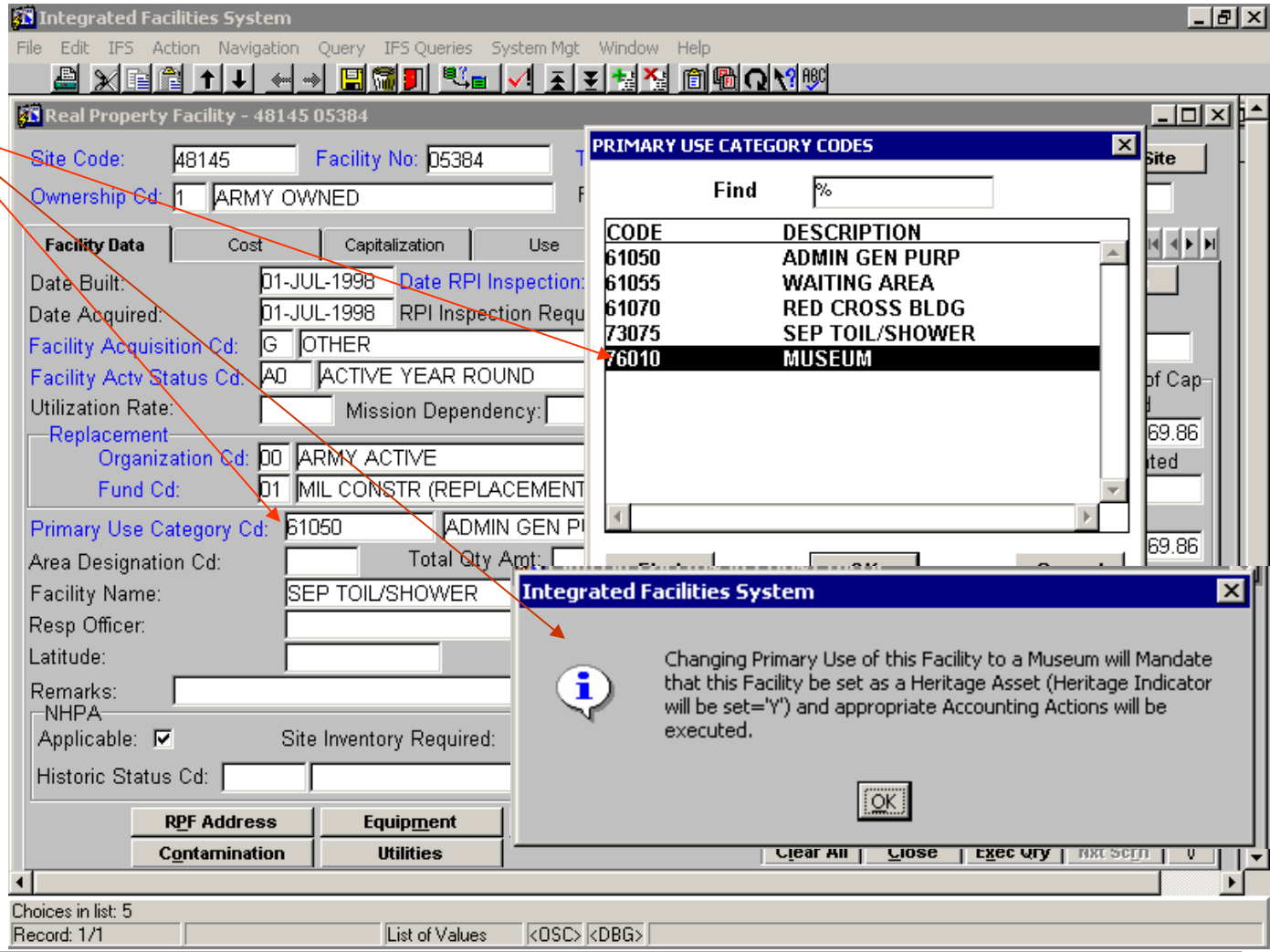
Changing Prime Use to Museum

When you Change the Primary Use to a **Museum** it is Automatically Assumed that the Asset is Heritage and is in Fact a Dedicated Heritage Asset, thus Cost is Not reported for these Assets – only Quantities

System Responds with a message to make sure the user is correct in their designation, since there are significant accounting implications.

Be **SURE** that the Primary Use is in fact a Museum, since once it is set as Heritage there is no System Reversal of this action, and you will have to dispose of facility and re-add.

At DPAS Sites, this Requirement is performed differently

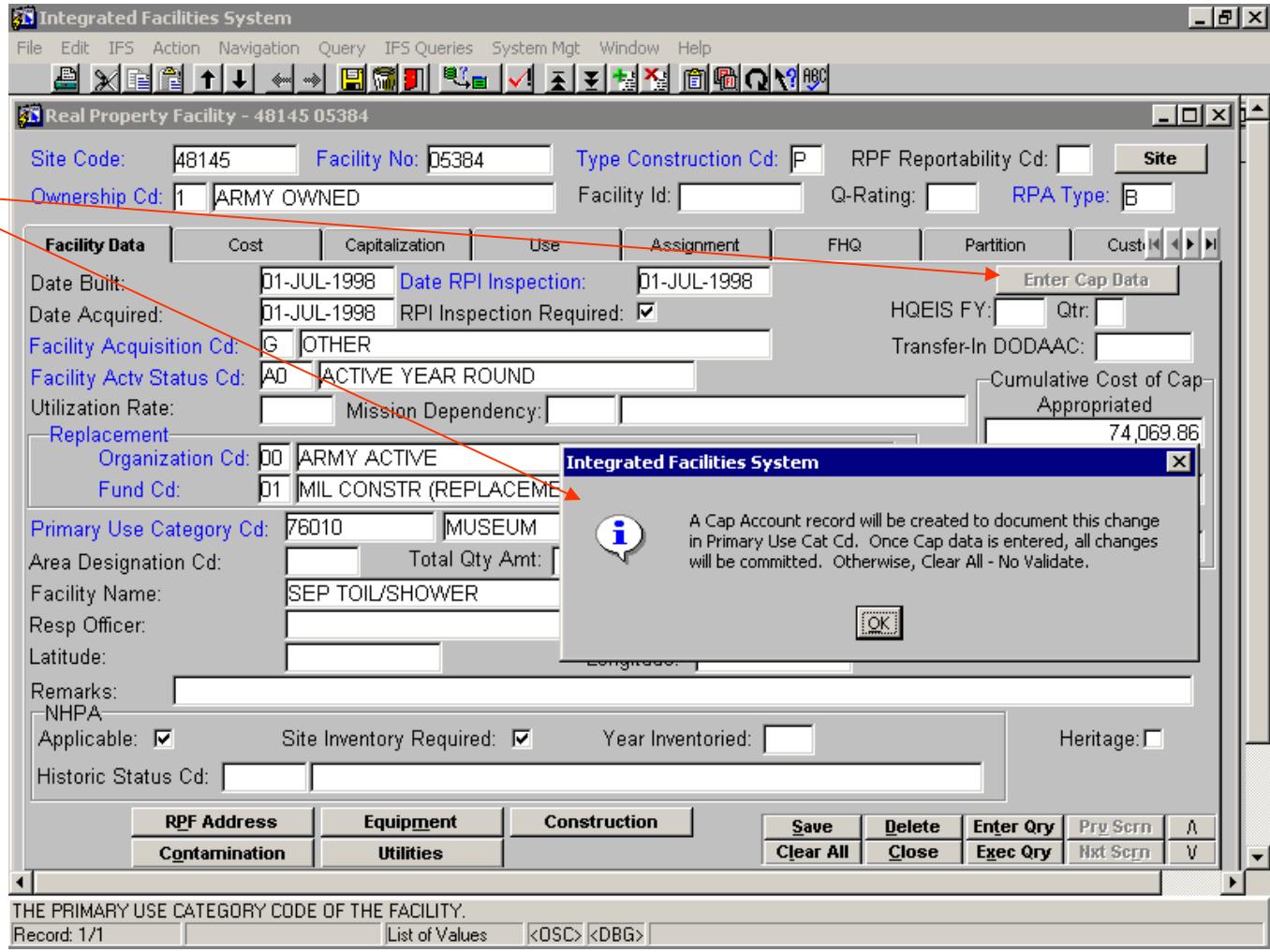


Changing Prime Use to Museum

When previous message is acknowledged, the system responds with message, that a Cap Account Record must be built (and assists user in preparing the record – Enter Cap Data Button Will be Highlighted) to document the change.

Similar actions and Messages are Invoked When Changing the **Facility Activation Status** Code from **Active to Inactive (and vice-versa)** for Heritage Assets.

REMEMBER – IFS is an Accounting System

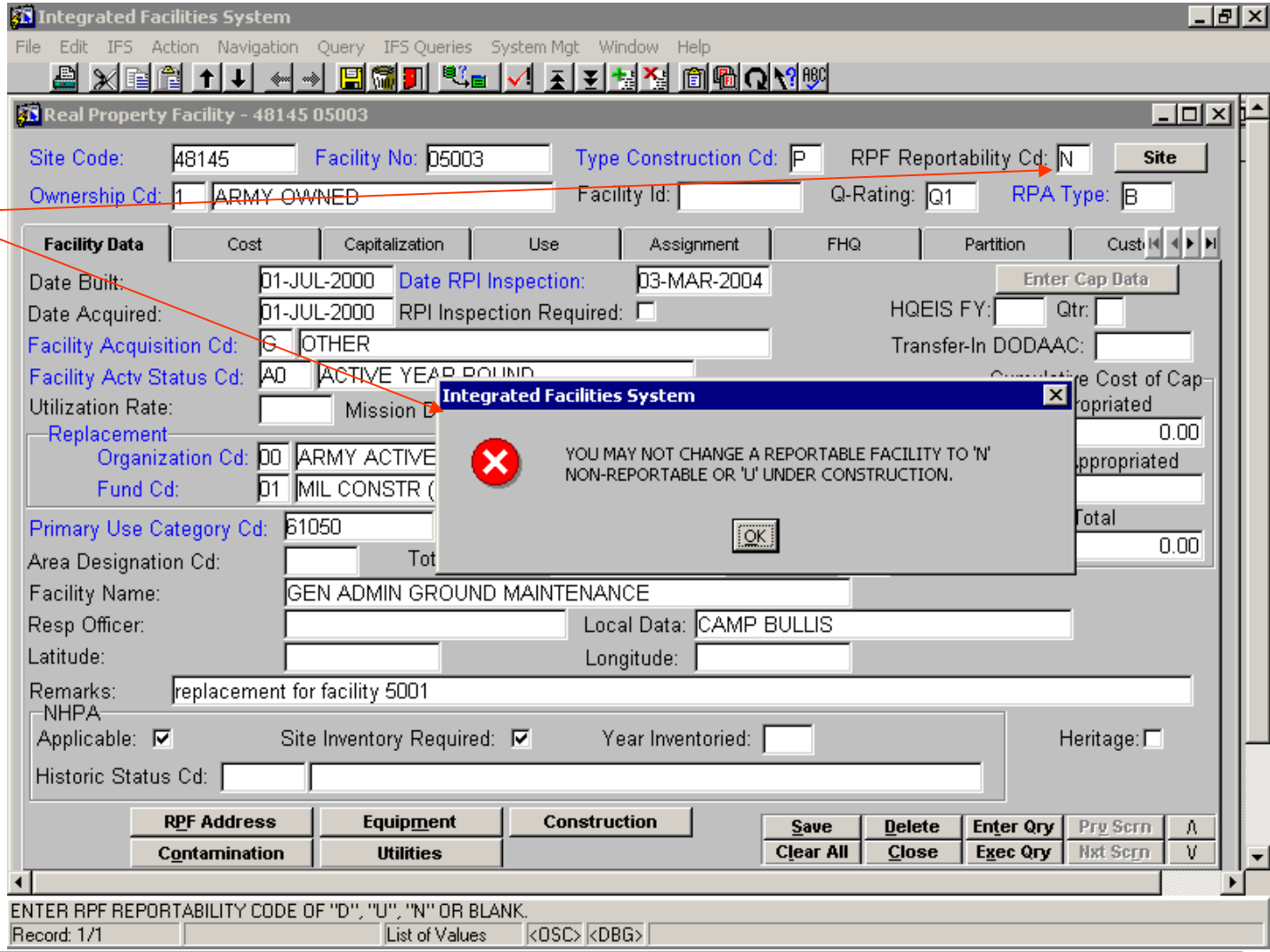


Changing Facility Tab – Rules

User May Not Change A Reportable Facility To a Non-Reportable Facility or A Facility Under Construction

A Facility May be Added as a Non-Reportable Facility (N)
or
Added as a Facility Under Construction (U)
but
CANNOT be changed From being Reportable to Non-Reportable.

REMEMBER – IFS is an Accounting System

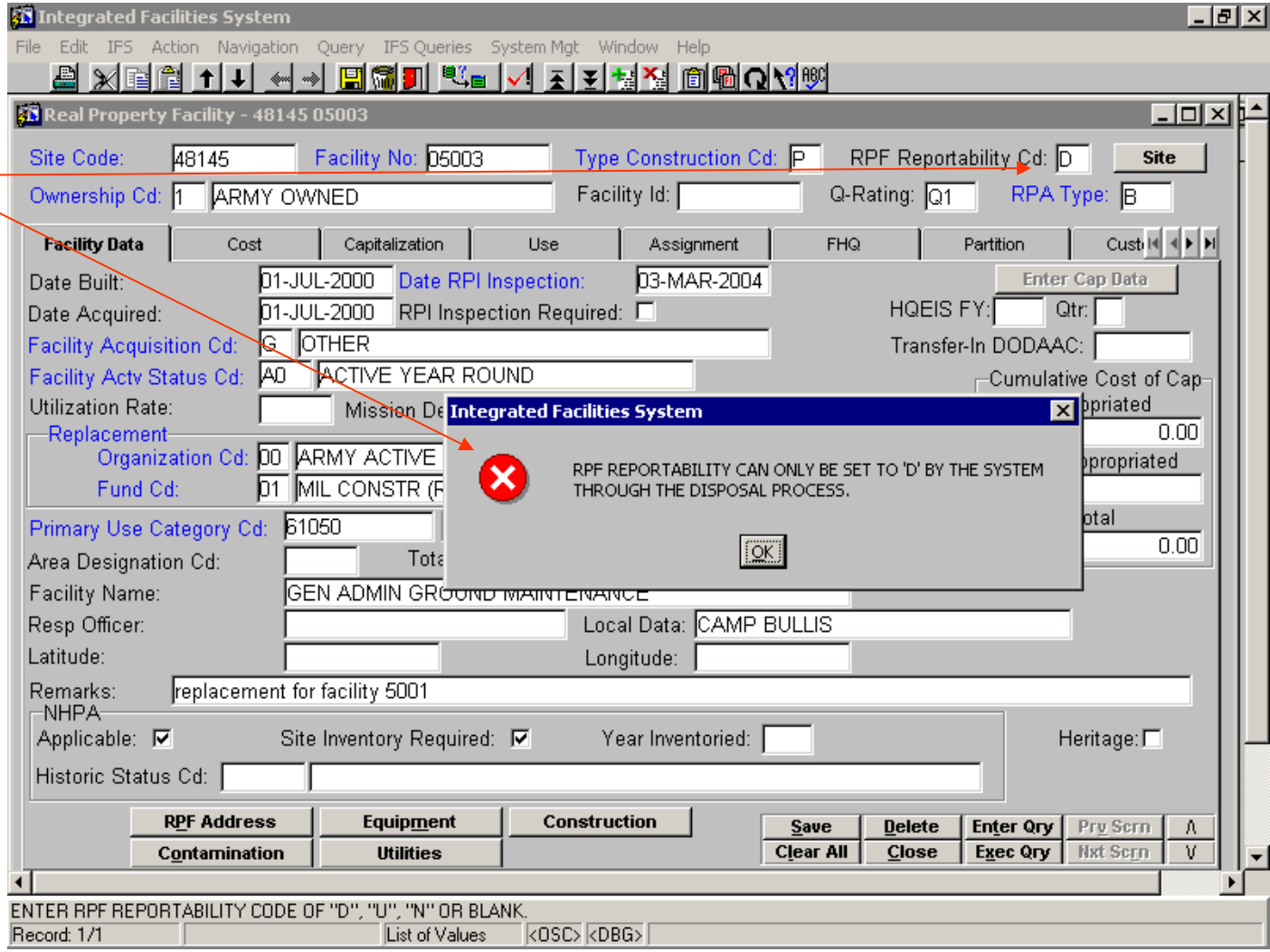


Changing Facility Tab – Rules

User May Not Change A Reportable Facility To a Disposed Facility.

Only the System Can set this Disposed (D) Value, through the Disposal Process.

REMEMBER – IFS is an Accounting System



Facility Tab – Rules

Prior to Changing an Ownership Code to:

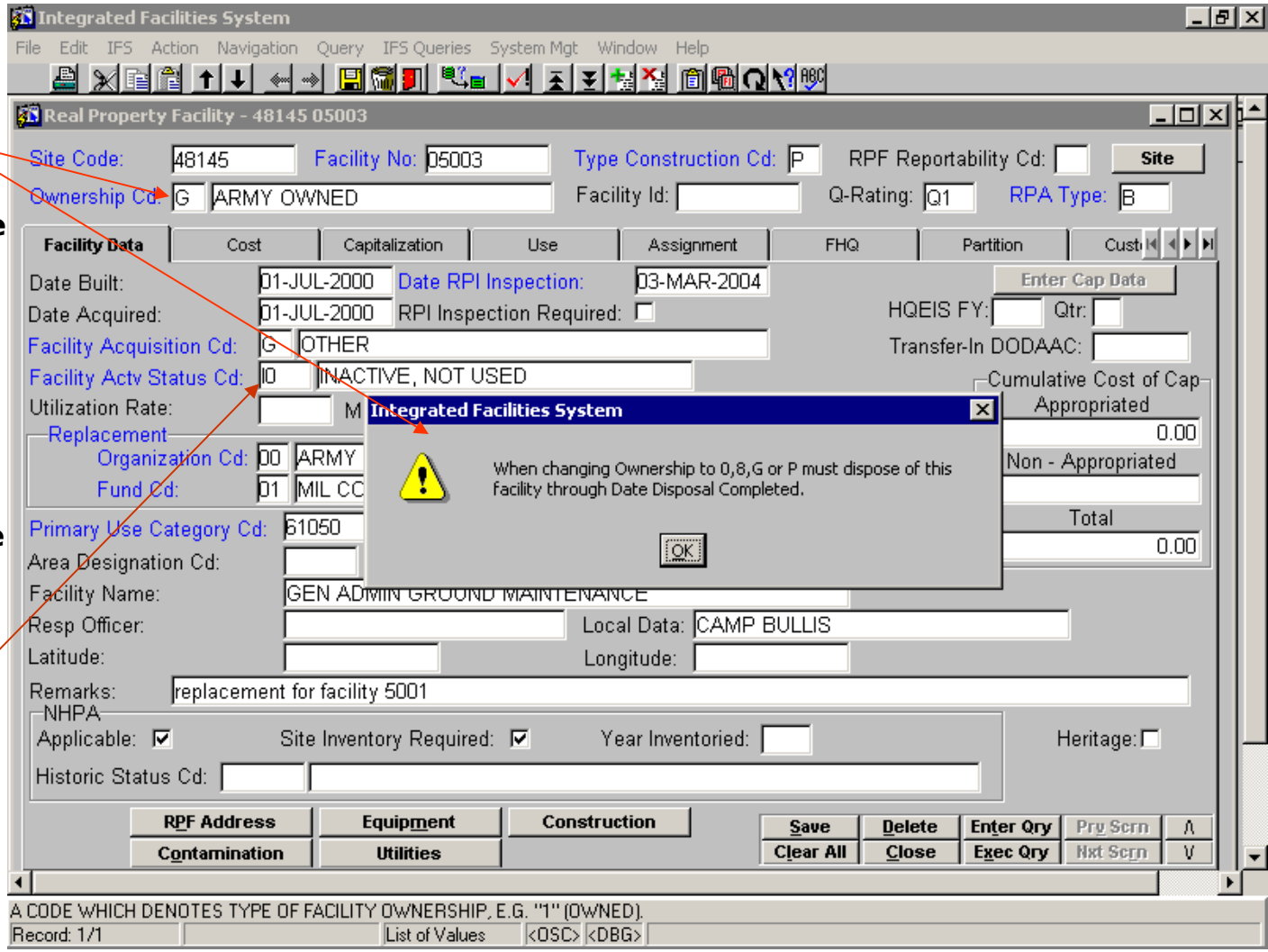
0 Civil Works
8 Privately Owned
P Public/Private Venture
G RCI/CVI

Or Changing Type Construction Code to:

R Relocatable

You must Properly Dispose of the Facility through Date Disposal Complete.
At DPAS Sites, this Requirement is performed Differently

NOTE – If the Facility Activation Status Code is A0,
the first message you will receive is to check to make sure the Facility is set Inactive



Practical Exercise

Facility/Facility Use Rules

Practical Exercise Facility/Facility Use Rules

1. Using the Real Property Facility Form, select/query Facility Number 16006
   a. Select the USE Tab.
   b. Insert a New Design Use Category Code "61050"
   c. What Happened?

   d. Why?
   e. For what other type facilities is this true?

2. Using the Real Property Facility Form, select/query Site Code 48265 and Facility Number 00040
   a. Select the USE Tab.
   b. Change the Other Measure Total to "4".
   c. What Happened?

   d. Why?
   e. For what other type facilities is this true?

3. Using the Real Property Facility Form, select/query Facility Number 04520
   a. Select the USE Tab.
   b. Change the Design Use Category Code to "76031"
   c. What Happened?.

   d. Why?
   e. For what other type facilities is this true?.

Practical Exercise Facility/Facility Use Rules

4. Using the Real Property Facility Form, select/query Facility Number 04188
   a. Select the Facility Data Tab.
   b. Place the cursor in the Primary Use Category Code Field.
   c. Select List of Values (F11 key or Toolbar)
   d. What Category Code Values were displayed?

   e. Select Category Code “76010”, then hit “Save” button
   f. What Happened?
   g. Acknowledge the message and “Clear All No Validate” (F8 or Toolbar under Options)
   h. Why did you get this message?

5. Using the Real Property Facility Form, select/query Facility Number 05219
   a. Select the USE Tab.
   b. Insert (using F4 Insert Key or Drop Down Menus) a New Design Use Category Code =
      61050. Choose other field Values on the RPF Use Tab as you see fit.
   c. Let the system assist you in preparing a Capitalization Account Record to record the action.
   d. The system should prompt you as to whether you want to change the Primary Use ..
      respond “Yes”.
   e. Go ahead and save the record .. it should force you to enter an Assignment record to

Practical Exercise Facility/Facility Use Rules

6. Using the same Facility Number 05219
   a. Select the USE Tab.
   b. Select Design Use Category Code 72510 (this should now be the Prime Use)
   c. Press the Delete Button.
   d. What Happened?

7. Using the Real Property Facility Form, select/query Facility Number 04188
   a. Select the USE Tab.
   b. Select Design Use Category Code 74055.
   c. Press the Delete Button.
   d. What Happened?
   e. Why is this different than the delete you performed in exercise number 6 above?

8. Using the Real Property Facility Form, select/query Facility Number 05903
   a. Select the Facility Data Tab.
   b. Change the Date RPI Inspection from 15 OCT 2004 to 15 OCT 2003 and tab to the
      next field.
   c. What Happened and Why?

   d. Now select/query Facility Number 00200.
   e. On the Facility Data Tab change the Date RPI Inspection from 11 OCT-

Practical Exercise Facility/Facility Use Rules

9. Using the Real Property Facility Form, select/query Facility Number 05222

a. Select the Facility Data Tab.
b. Enter an “N” or “U” in the RPF Reportability Code field and tab to next field.
c. What Happened?

d. Now Enter a “D” in the RPF Reportability Code field and tab to next field.
e. What Happened?

IFS Real Property Functionality

Capitalization

- Adding New Capitalization
- Validating/Changing Existing Capitalization
- Journal Functionality
- Subsidiary Ledgers
- Heritage Asset Functionality
- Construction in Progress (CIP)

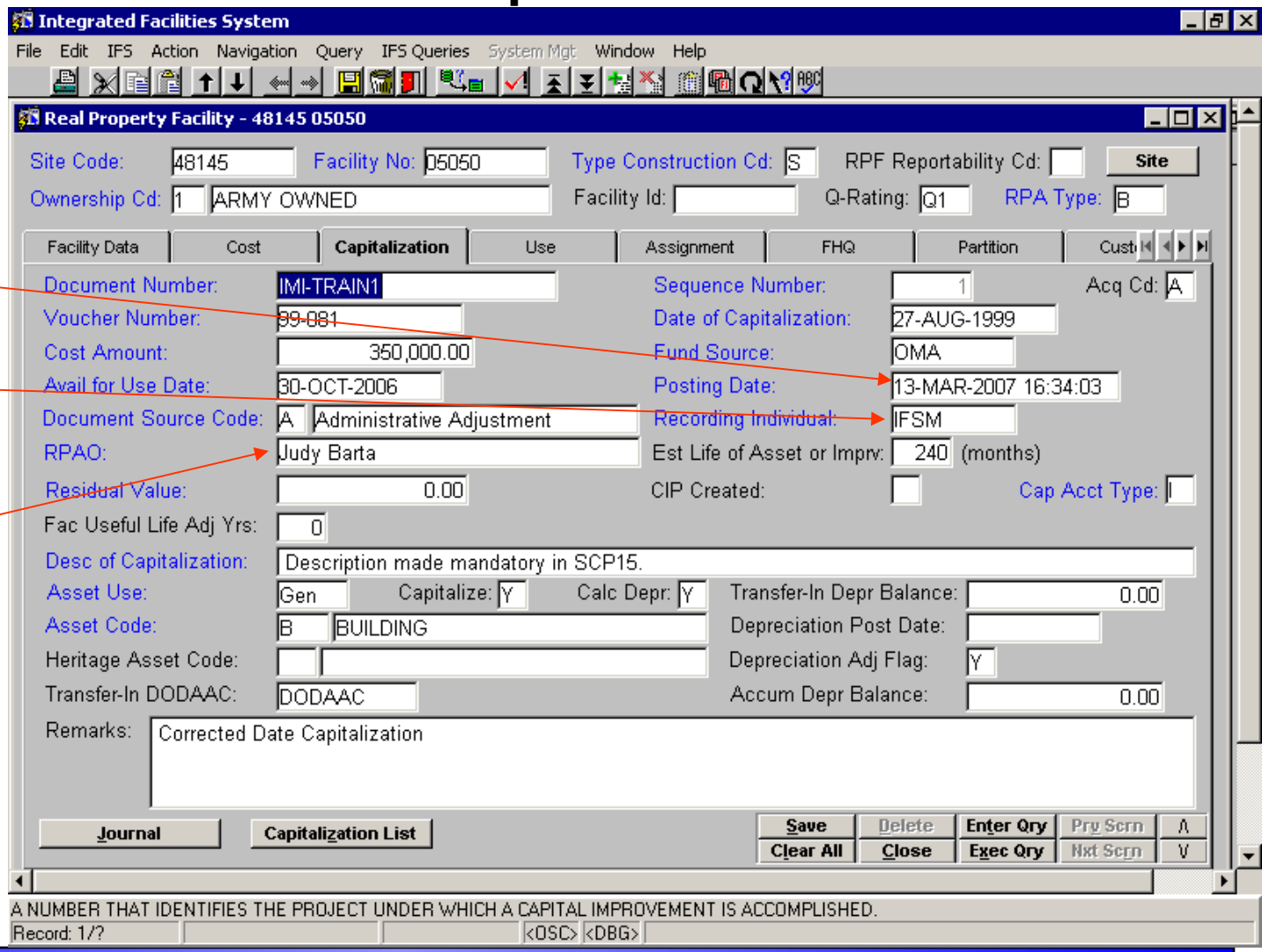
Capitalization

Key Audit Elements

Posting Date

Recording Individual

RPAO


Integrated Facilities System
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
Real Property Facility - 48145 05050
Site Code: 48145 Facility No: 05050 Type Construction Cd: S RPF Reportability Cd: Site
Ownership Cd: 1 ARMY OWNED Facility Id: Q-Rating: Q1 RPA Type: B
Facility Data Cost Capitalization Use Assignment FHQ Partition Cust
Document Number: IMI-TRAIN1 Sequence Number: 1 Acq Cd: A
Voucher Number: 99-081 Date of Capitalization: 27-AUG-1999
Cost Amount: 350,000.00 Fund Source: OMA
Avail for Use Date: 30-OCT-2006 Posting Date: 13-MAR-2007 16:34:03
Document Source Code: A Administrative Adjustment Recording Individual: IFSM
RPAO: Judy Barta Est Life of Asset or Imprv: 240 (months)
Residual Value: 0.00 CIP Created: Cap Acct Type:
Fac Useful Life Adj Yrs: 0
Desc of Capitalization: Description made mandatory in SCP15.
Asset Use: Gen Capitalize: Y Calc Depr: Y Transfer-In Depr Balance: 0.00
Asset Code: B BUILDING Depreciation Post Date:
Heritage Asset Code: Depreciation Adj Flag: Y
Transfer-In DODAAC: DODAAC Accum Depr Balance: 0.00
Remarks: Corrected Date Capitalization
Journal Capitalization List
Save Delete Enter Qry Prv Scrn
Clear All Close Exec Qry Nxt Scrn
A NUMBER THAT IDENTIFIES THE PROJECT UNDER WHICH A CAPITAL IMPROVEMENT IS ACCOMPLISHED.
Record: 1/?
<OSC> <DBG>

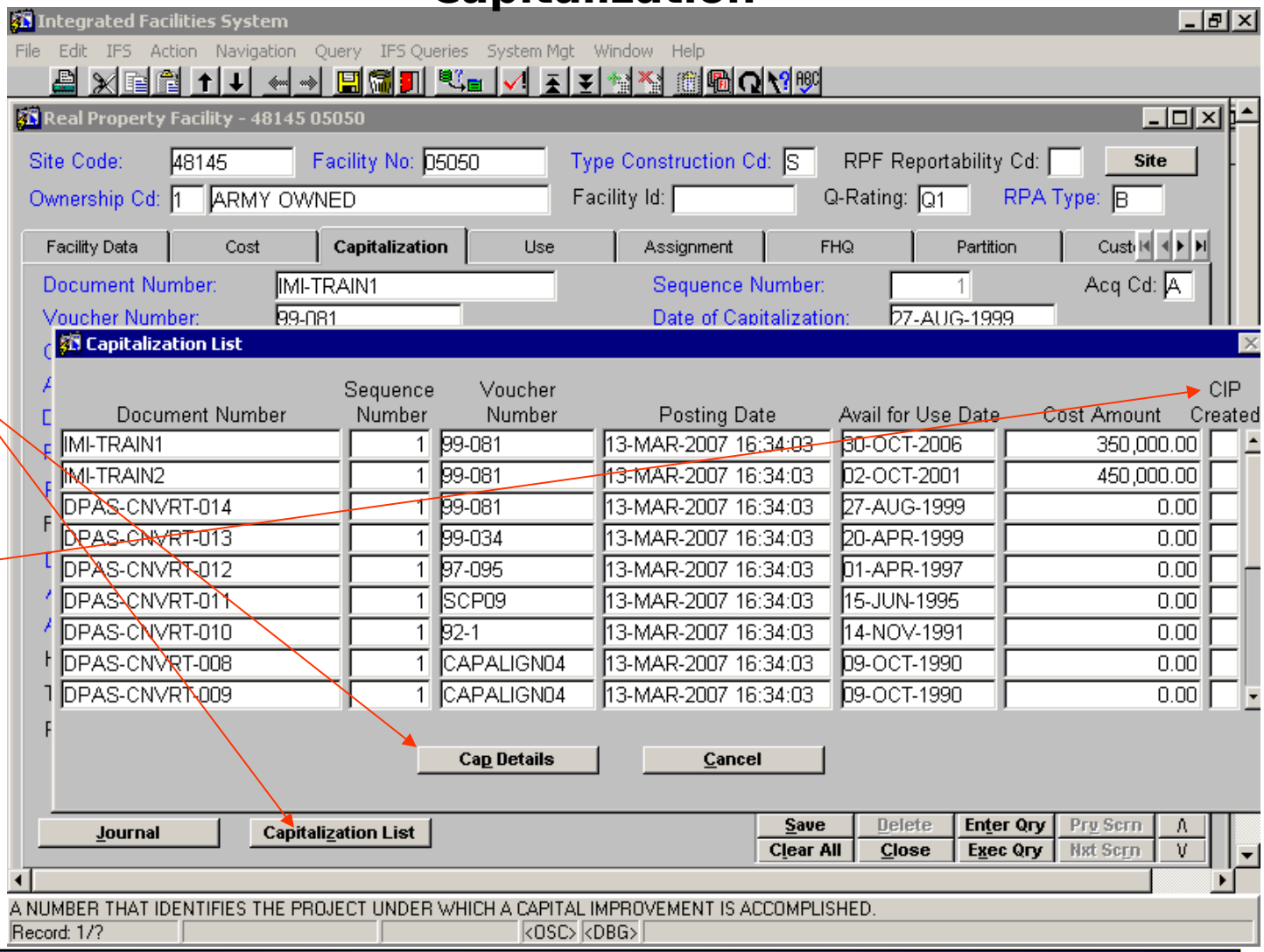
Capitalization

Capitalization List Button

Provides easy visibility of all Capitalization Records for the Facility, as well as aiding navigation to a specific Capitalization Record

CIP Created Flag provides easy identification of those Capitalization records

Created using the IFS CIP Process This field is also on the DPAS Capitalization List, but will always be


Integrated Facilities System
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
Real Property Facility - 48145 05050
Site Code: 48145 Facility No: 05050 Type Construction Cd: S RPF Reportability Cd: Site
Ownership Cd: 1 ARMY OWNED Facility Id: Q-Rating: Q1 RPA Type: B
Facility Data Cost Capitalization Use Assignment FHQ Partition
Document Number: IMI-TRAIN1 Sequence Number: 1 Acq Cd: A
Voucher Number: 99-081 Date of Capitalization: 27-AUG-1999
Capitalization List
Document Number | Sequence Number | Voucher Number | Posting Date | Avail for Use Date | Cost Amount | CIP Created
IMI-TRAIN1 | 1 | 99-081 | 13-MAR-2007 16:34:03 | 30-OCT-2006 | 350,000.00
IMI-TRAIN2 | 1 | 99-081 | 13-MAR-2007 16:34:03 | 02-OCT-2001 | 450,000.00
DPAS-CNVRT-014 | 1 | 99-081 | 13-MAR-2007 16:34:03 | 27-AUG-1999 | 0.00
DPAS-CNVRT-013 | 1 | 99-034 | 13-MAR-2007 16:34:03 | 20-APR-1999 | 0.00
DPAS-CNVRT-012 | 1 | 97-095 | 13-MAR-2007 16:34:03 | 01-APR-1997 | 0.00
DPAS-CNVRT-011 | 1 | SCP09 | 13-MAR-2007 16:34:03 | 15-JUN-1995 | 0.00
DPAS-CNVRT-010 | 1 | 92-1 | 13-MAR-2007 16:34:03 | 14-NOV-1991 | 0.00
DPAS-CNVRT-008 | 1 | CAPALIGN04 | 13-MAR-2007 16:34:03 | 09-OCT-1990 | 0.00
DPAS-CNVRT-009 | 1 | CAPALIGN04 | 13-MAR-2007 16:34:03 | 09-OCT-1990 | 0.00
Cap Details
Cancel
Journal
Capitalization List
Save Delete Enter Qry Prv Scrn
Clear All Close Exec Qry Nxt Scrn
A NUMBER THAT IDENTIFIES THE PROJECT UNDER WHICH A CAPITAL IMPROVEMENT IS ACCOMPLISHED.
Record: 1/?
<OSC> <DBG>

Capitalization

Making Changes To Existing Capitalization Records

The Journal provides precise Auditability of ALL Changes

For ease of identification all

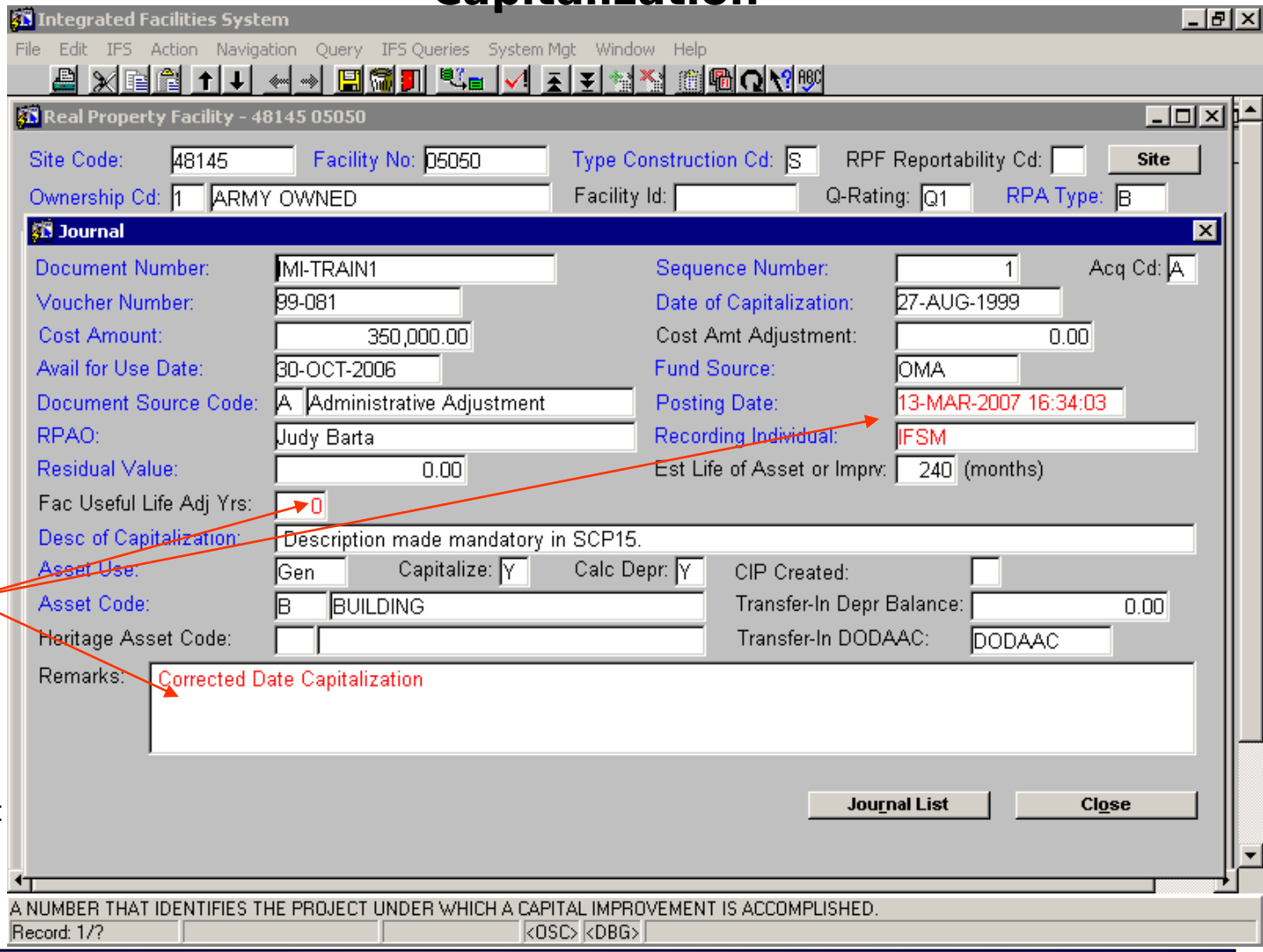
Changed fields are Highlighted in "RED"

NOTE Since Accumulated

Depreciation Balance,

Depreciation Post Date and

Depreciation Adjustment Flag are Computed each month, these data do not appear on the Journal record



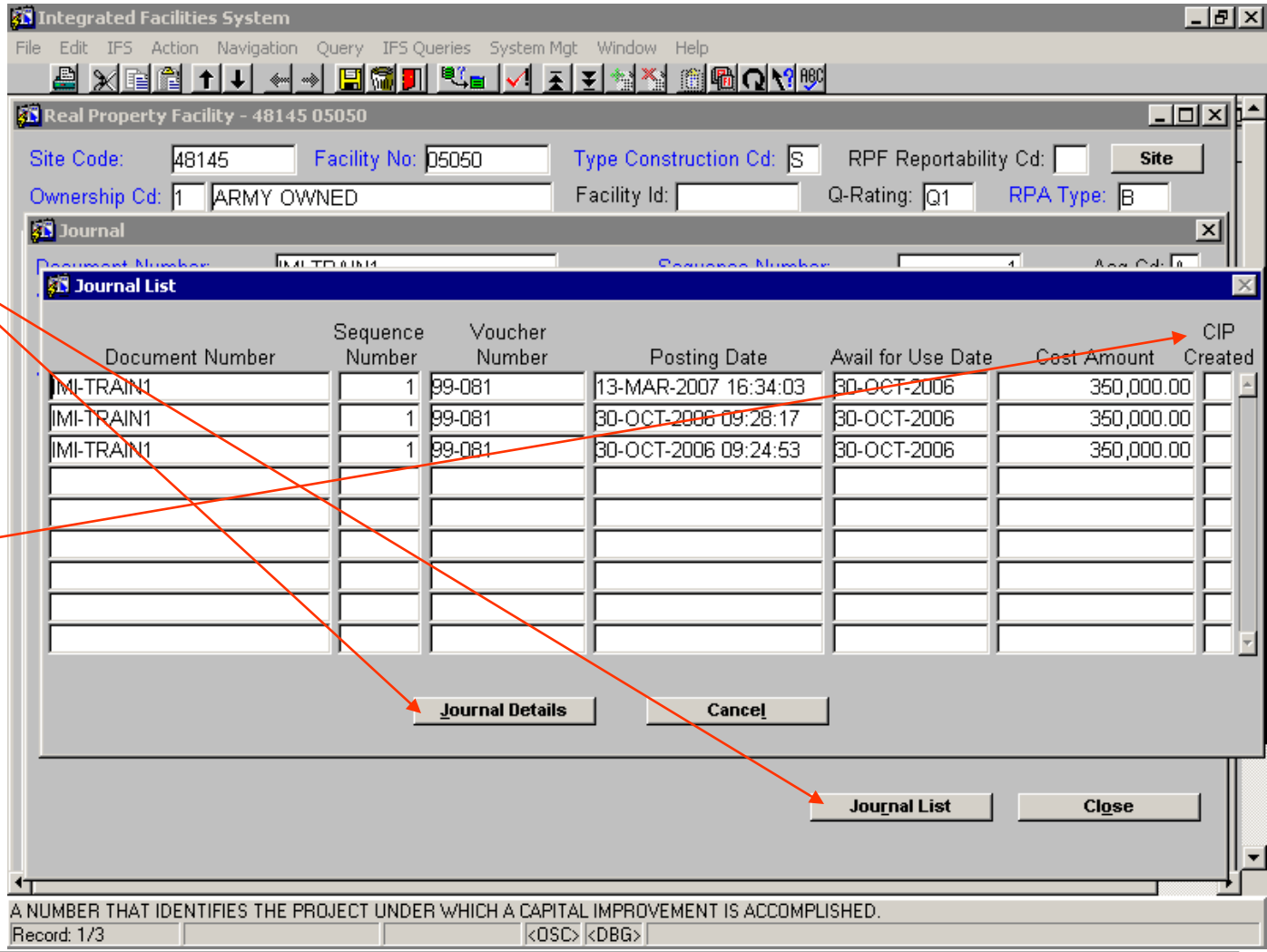
Capitalization

Making Changes To Existing Capitalization Records

The Journal List, like the Capitalization List provides visibility of and navigation to individual Journal Records for the selected Capitalization Record

CIP Created Flag provides easy identification of those

Capitalization/Journal records Created using the IFS CIP Process This


Integrated Facilities System
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
Real Property Facility - 48145 05050
Site Code: 48145 Facility No: 05050 Type Construction Cd: S RPF Reportability Cd: Site
Ownership Cd: 1 ARMY OWNED Facility Id: Q-Rating: Q1 RPA Type: B
Journal
Journal List
Document Number
Sequence Number
Voucher Number
Posting Date
Avail for Use Date
Cost Amount
CIP Created
IMI-TRAIN1 1 99-081 13-MAR-2007 16:34:03 30-OCT-2006 350,000.00
IMI-TRAIN1 1 99-081 30-OCT-2006 09:28:17 30-OCT-2006 350,000.00
IMI-TRAIN1 1 99-081 30-OCT-2006 09:24:53 30-OCT-2006 350,000.00
Journal Details
Cancel
Journal List
Close
A NUMBER THAT IDENTIFIES THE PROJECT UNDER WHICH A CAPITAL IMPROVEMENT IS ACCOMPLISHED.
Record: 1/3
<OSC> <DBG>

UAT SCP 18-00 REAL PROPERTY TRAINING MARCH 2007

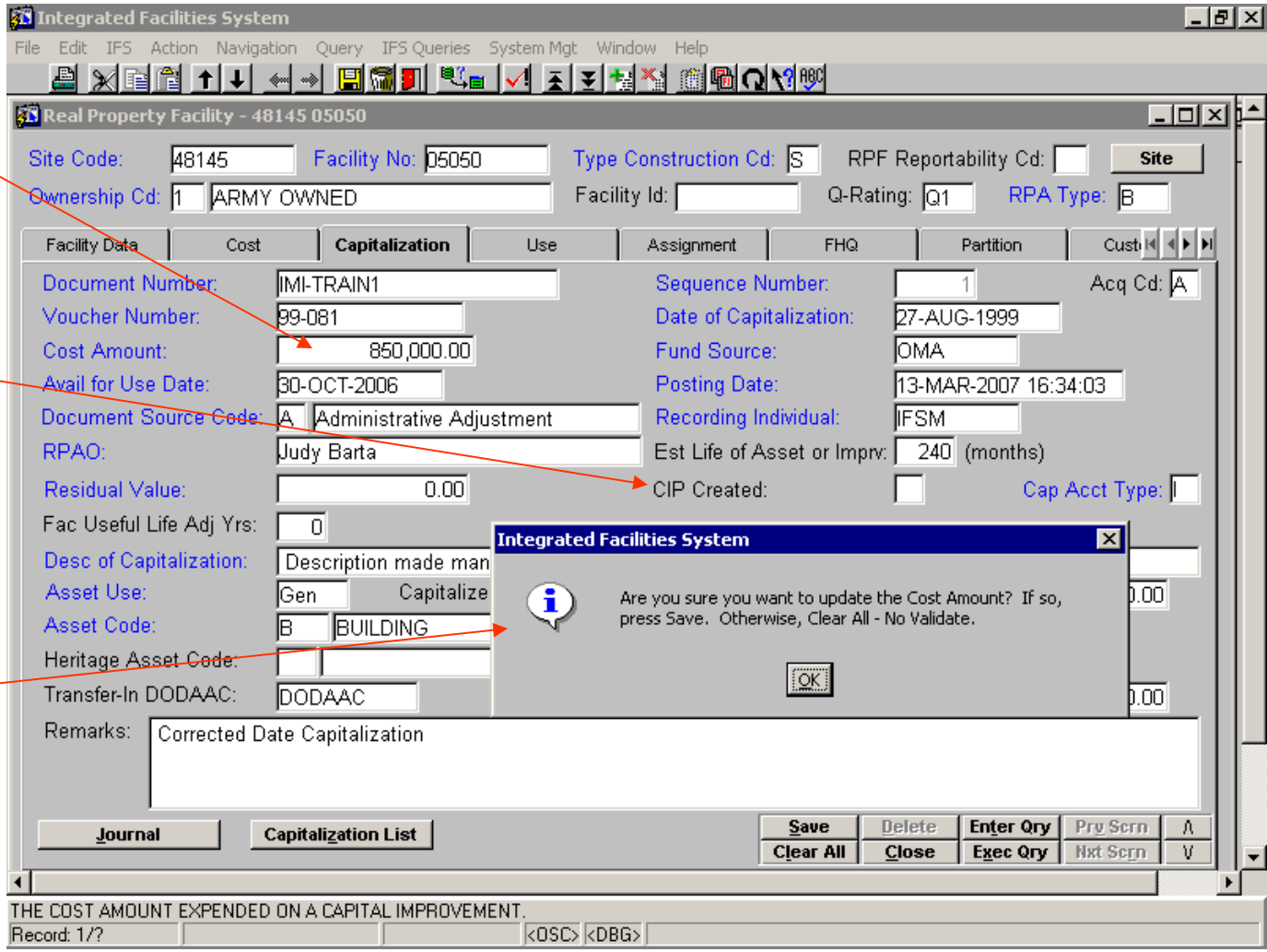
The **Cost Amount** is user input and reflects the Actual Cost of the Asset or Improvement.

NOTE – *The Local CIP Process will compute this field based on actual Job Costs entered.*

The **CIP Created** field *is system computed when Using the Local CIP Process* ***(THIS WILL BE COVERED LATER IN THIS TRAINING SESSION)***

When you make a change to Cost Amount, the system Displays a confirmation Message Alerting the User as to the change they are about to make, since changing this field could have accounting implications.

DPAS sites will not get confirmation message and CIP is performed differently



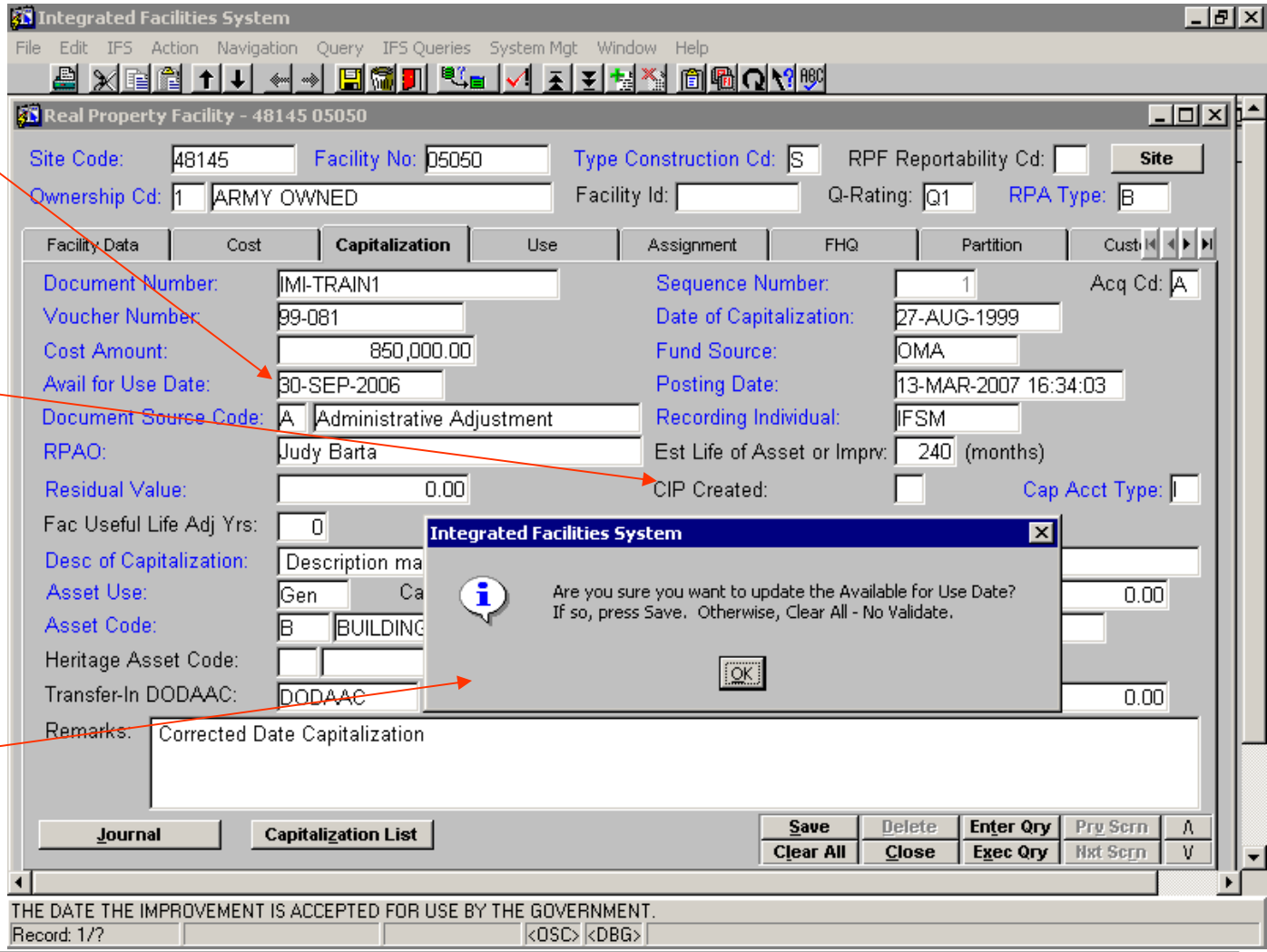
UAT SCP 18-00 REAL PROPERTY TRAINING MARCH 2007

The **Available for Use Date** is Mandatory and is the Date upon which all Capitalization and Deprecation is Based. This field is entered and maintained by the Real Property Officer.

For Local CIP Projects this Field is first entered through the CIP Process (in Work Estimating Module) by the Project Manager/Engineer.

DPAS sites will not get Confirmation message and CIP is performed differently

When change is made to Avail Use Date, the system Displays a Message Alerting You to the change you are about to make, since it has Accounting Implications.



Key Accounting Data

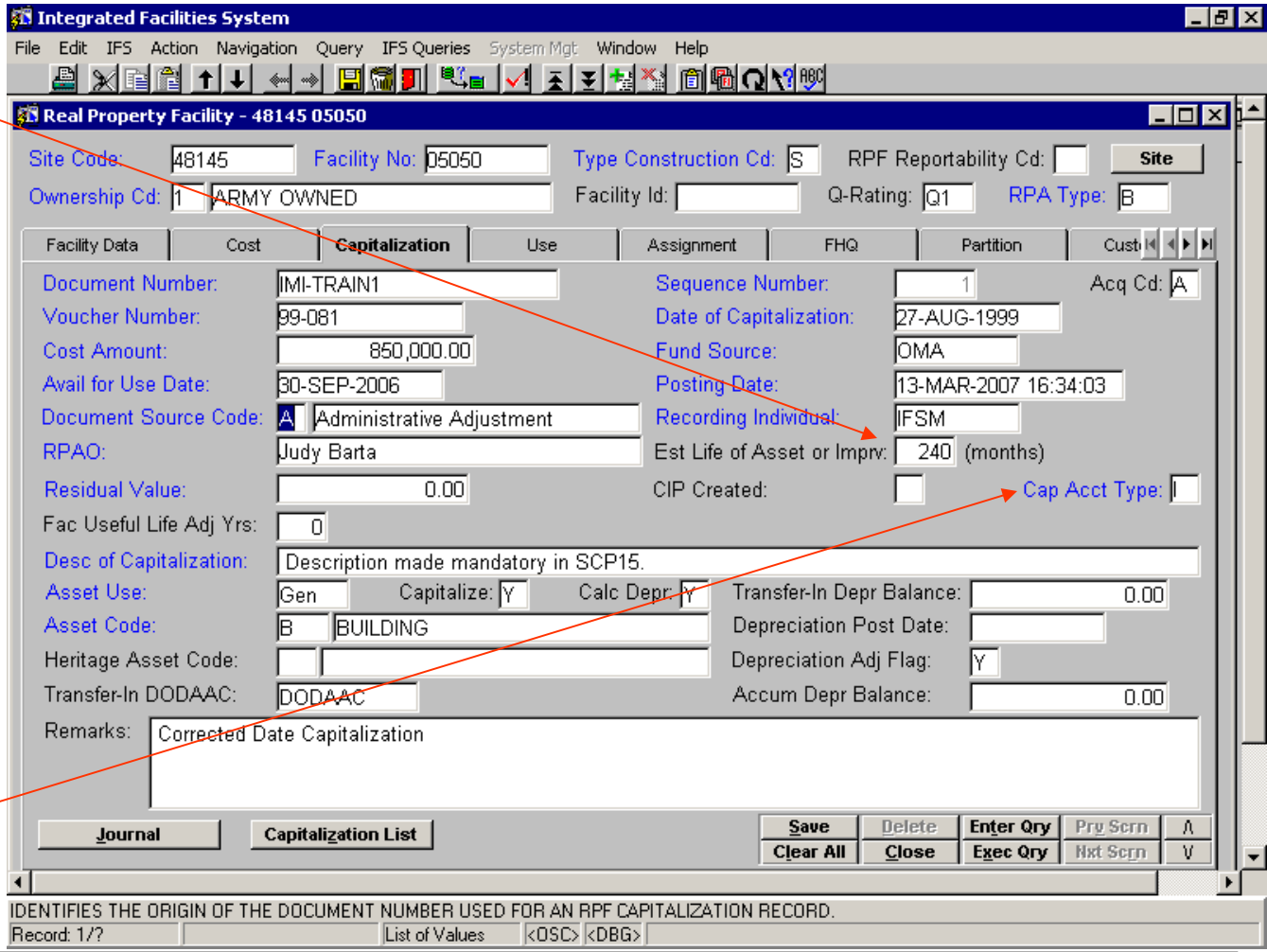
The Estimated Life of Asset Or Improvement is System Derived for all applicable Assets based on Recovery Periods Contained in the Category Code Table (matched to **Prime Use**).

For Leases, value is based on Lease Begin and End Dates.

May NOT change this Value. DPAS sites may override value – but must be in multiples of "12")

Value is displayed in Months rather than Years:
20 Years = 240 Months
40 Years = 480 Months

Cap Account Type (denotes whether Capitalization record is for initial construction (A) or subsequent improvement (I)) is Displayed on Screen and you may query on this field



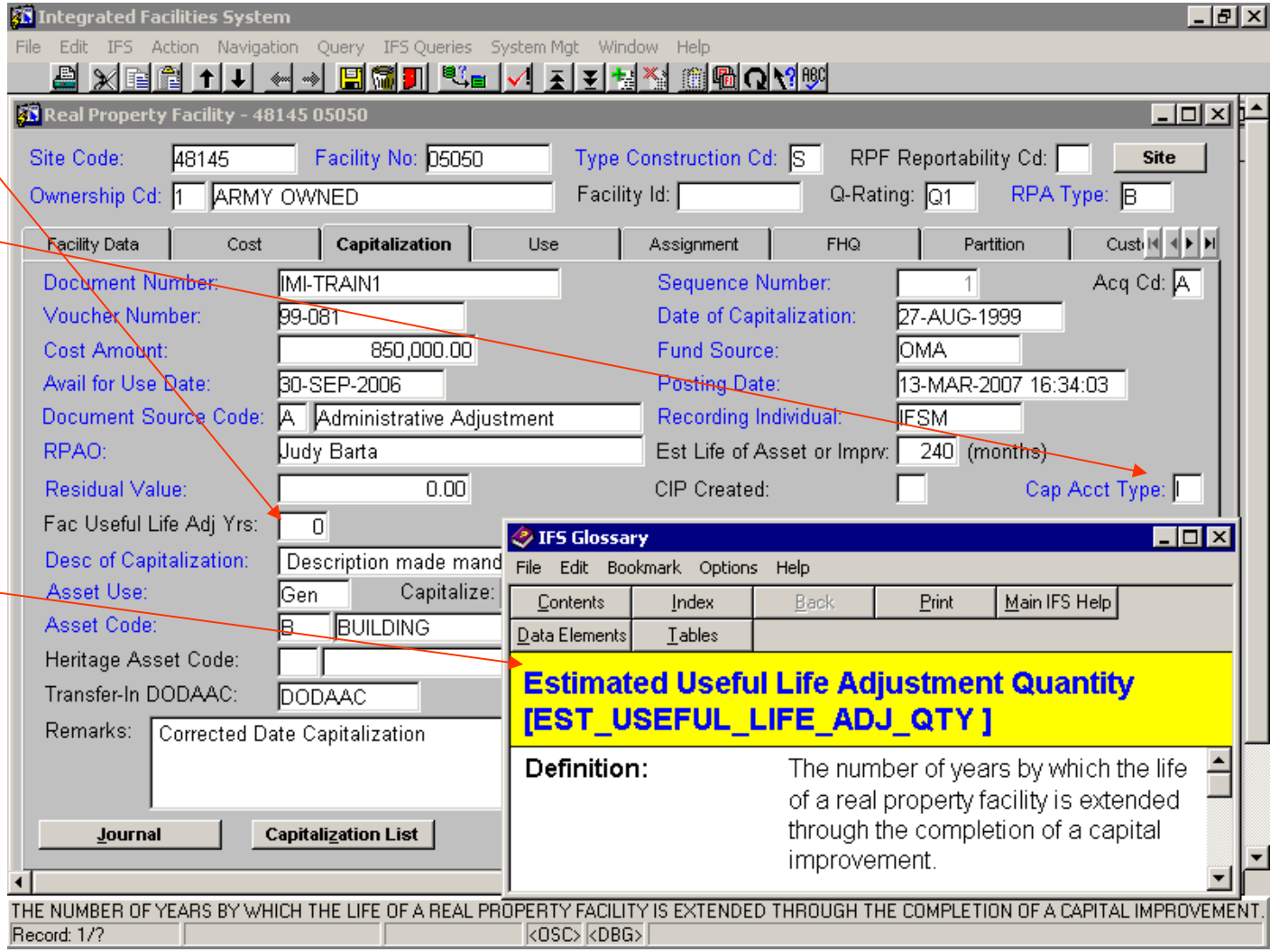
Key Accounting Data

NEW IN SCP 18

Fac Useful Life Adj Yrs

Field is required if Cap Account Type = 'I' and Available for Use Date either exists or is entered. Zero (0) is valid. It cannot be entered for Cap Account Type = "A" records.

Entry reflects the expected extra years of facility life directly attributable to the improvement.



Key Accounting Data

Asset Use Code
Denotes either
General
Or Working Capital
Fund Asset

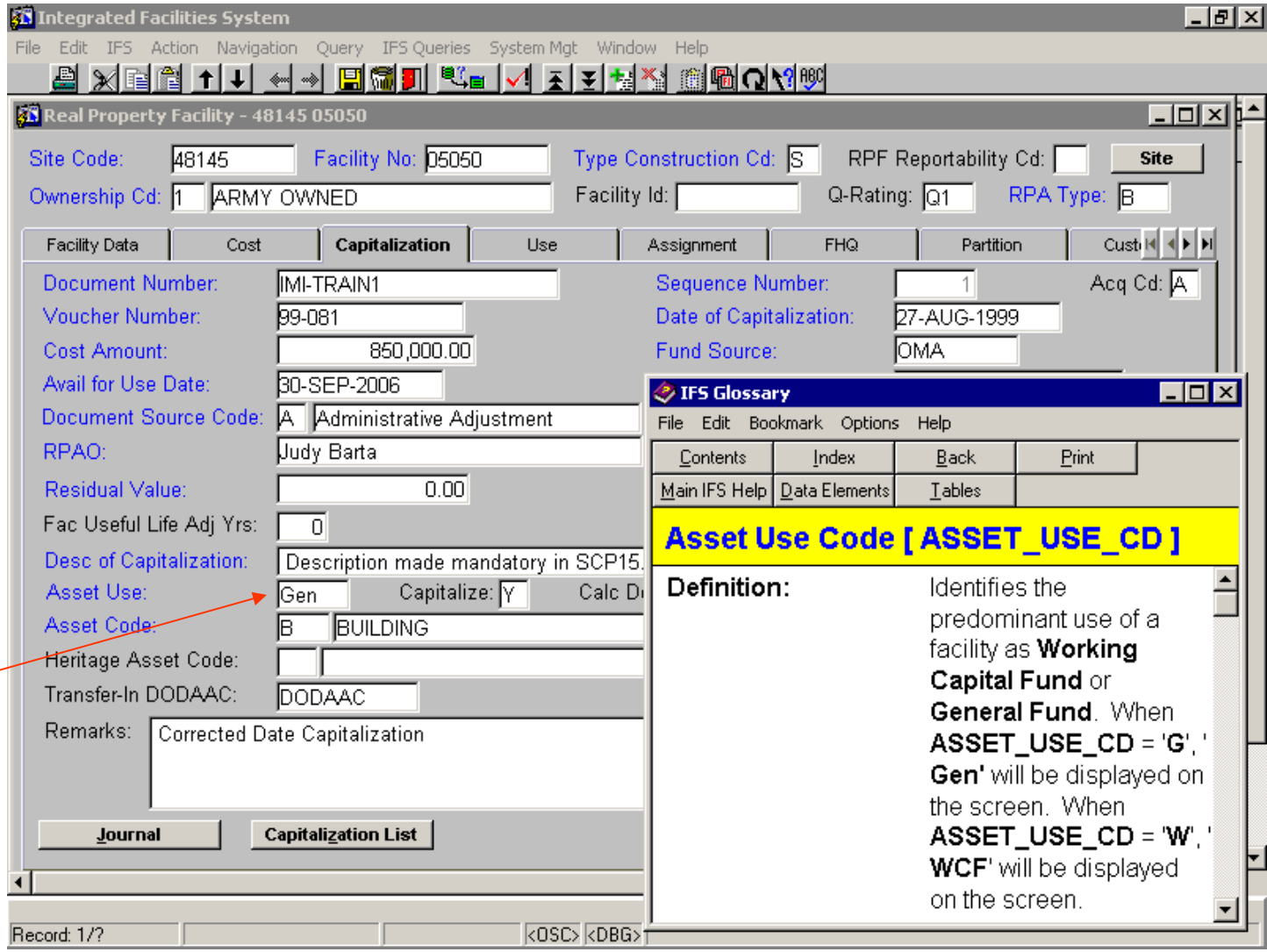
System Derived
Based
On Value of
Replacement Fund
Code:

Equal “09” (Working Capital Fund)

Set = W (**WCF)**

Else Set = G (**Gen)**

At DPAS Sites, this Requirement is performed differently

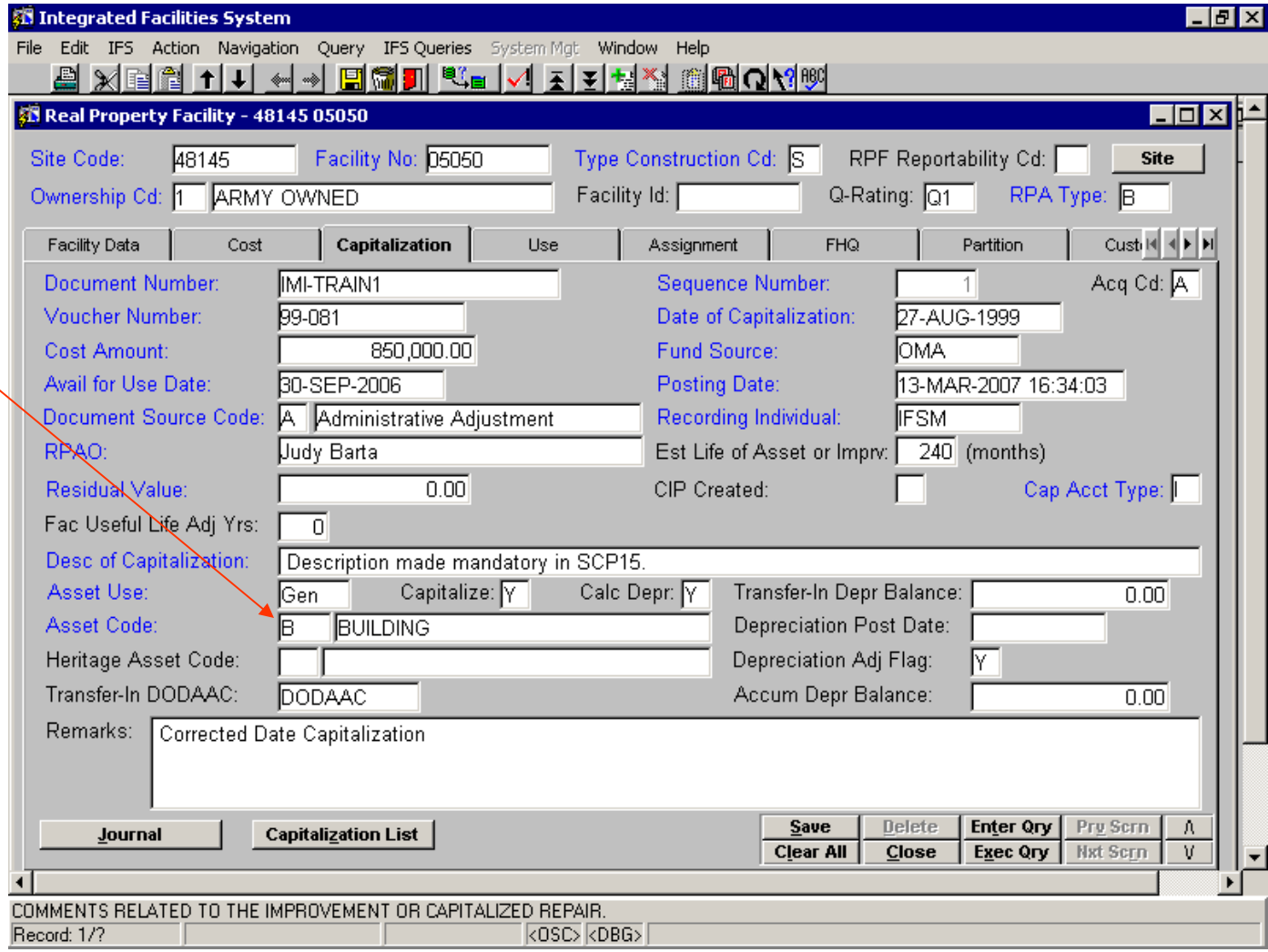


Key Accounting Data

Asset Code
Denotes Type of Asset – System Derived (user may Not Override)
Based on Planned Disposition, Ownership
And Facility Type for Prime Use.

Value	Description
B	Building
D	Land
G	Assets under capital lease
H	Leasehold improvements
S	Structures, utilities, and other facilities
Y	Intangibles such as design and studies
R	BRAC Asset
L	Limited Land Rights

NOTE
DPAS sites override allowed.

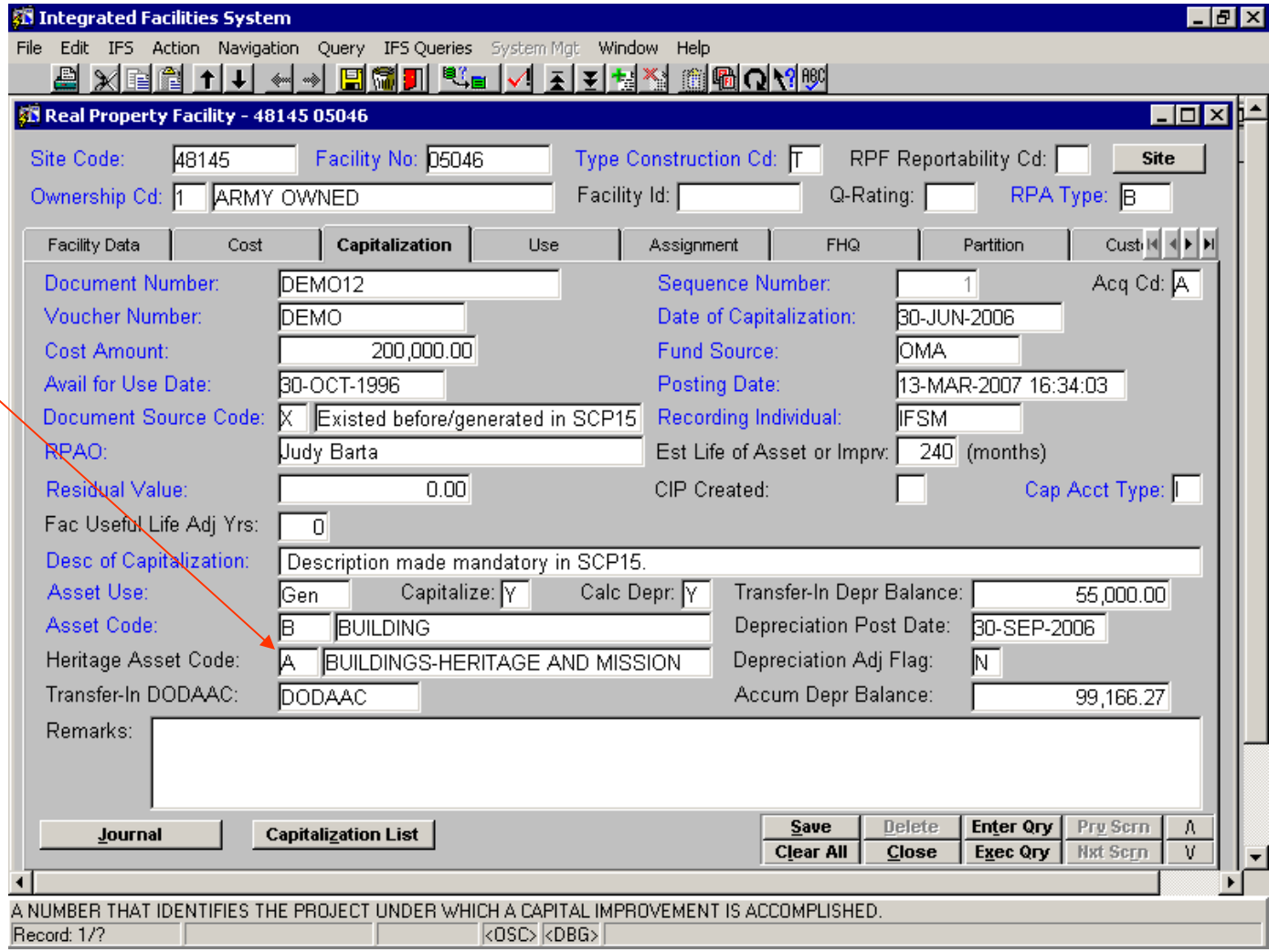


Key Accounting Data

Heritage Asset Code
Denotes Type of Historical Asset. System Derived Based on Design Use, Historic Status Code and Facility Activation Status Code

Value	Description
0	Designated Wildlife Preserve
1	Buildings
2	Structures
3	Monuments
4	Battlefields
5	Cemeteries
6	Indian Tribal Burial Grounds
7	Land
8	Land, Other
9	Museums
A	Buildings - Heritage and Mission
B	Structures - Heritage and Mission
C	Memorials, Monuments - Heritage and Mission
D	Land - Heritage and Mission
E	Museums - Heritage and Mission

Depending on Heritage Classification, different Accounting Actions will be Invoked – Depreciation? Quantities? **DPAS** may override



Key Accounting Data

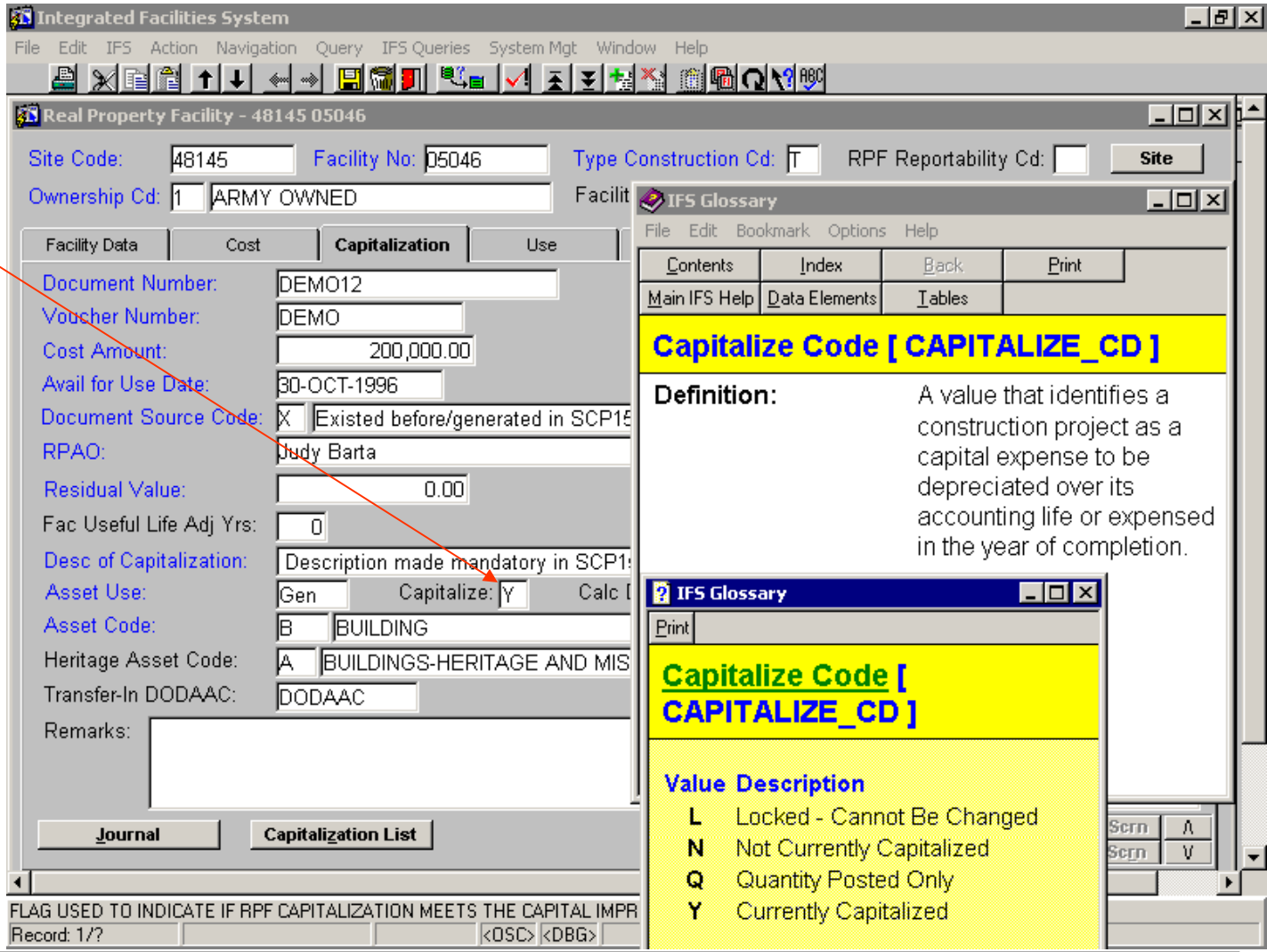
Capitalize Code
Denotes if Asset is to be Capitalized as part of the Army's Financial Statement.

System derived based on Asset Code, Heritage Asset Code, Prime Use, Cost Amount (Threshold) and Estimated Life

If this code is = "Y" then a **Sub-Ledger** will be generated and the Asset/improvement will be reported and cost will appear on the financial statements.

Value = "Q" applies to Heritage Assets

At DPAS Sites, this Requirement is performed differently



Key Accounting Data

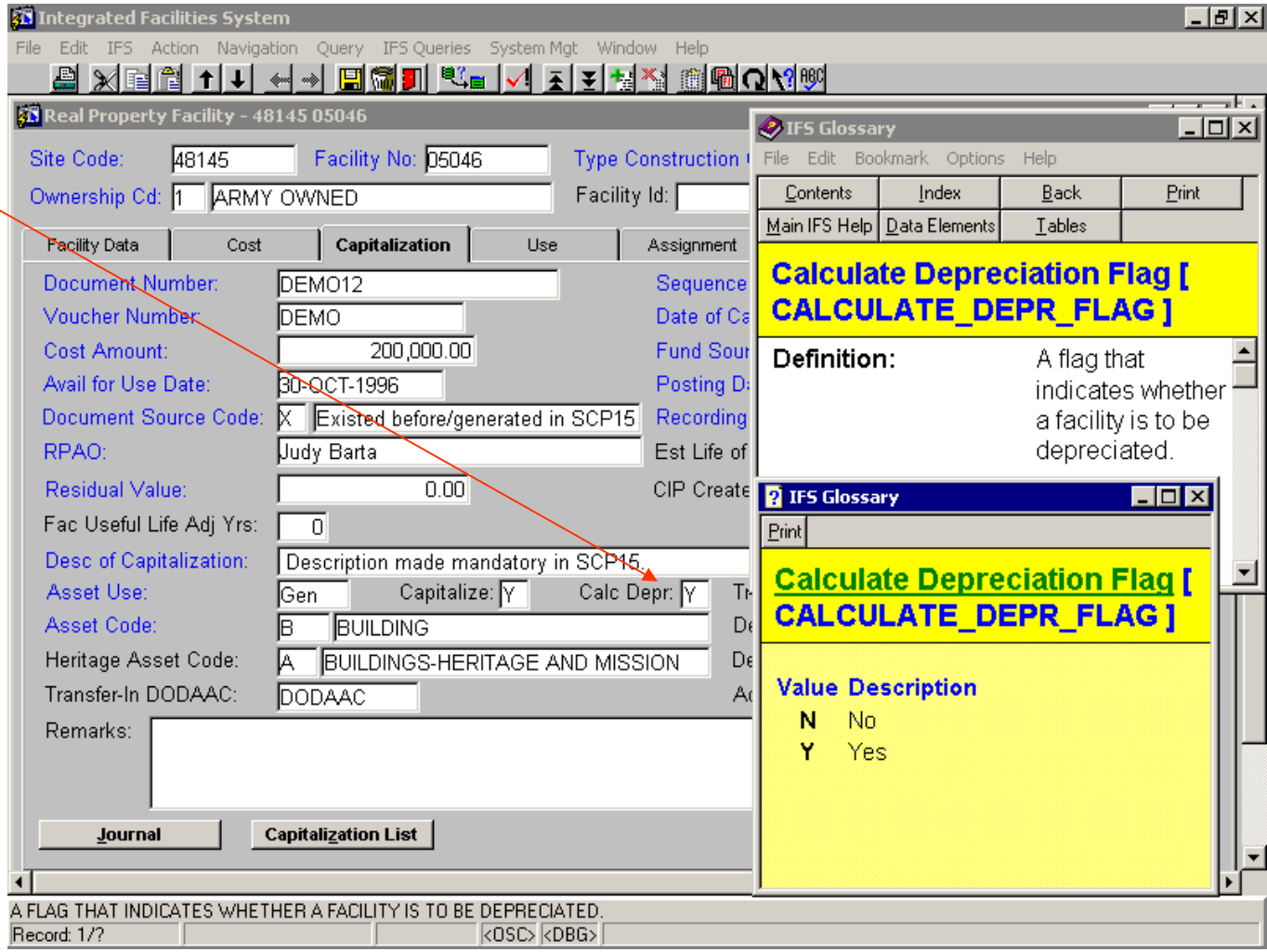
Calculate Depreciation Flag

Denotes if Asset is to be Depreciated.

System derived based on Avail Use Date, Heritage, Prime Use, cost amount

If this code is = "Y" then Depreciation will be calculated, a **Sub-Ledger** will be generated and the Depreciation cost will appear on the financial statements.

At DPAS Sites, this Requirement is performed differently

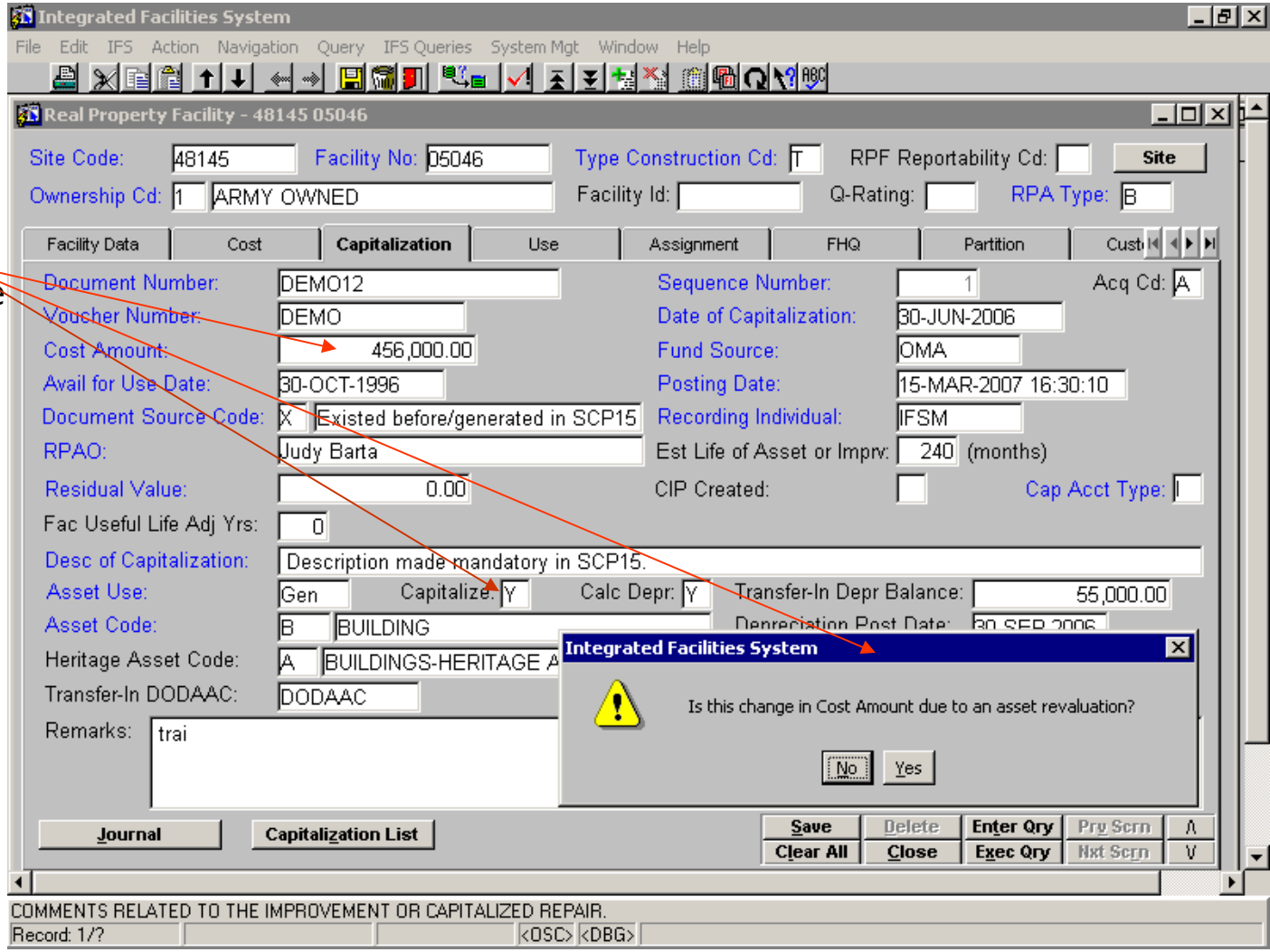


Key Accounting Data

When a **change to Cost Amount** is entered on a Capitalization Record with the **Capitalize Code = "Y"** the system will prompt the user to choose whether the change in cost was or was not due to a **Revaluation.**

A revaluation is normally due to a reassessment of the construction or improvement and is somewhat rare, thus the system defaults this to "NO"

At DPAS Sites, this



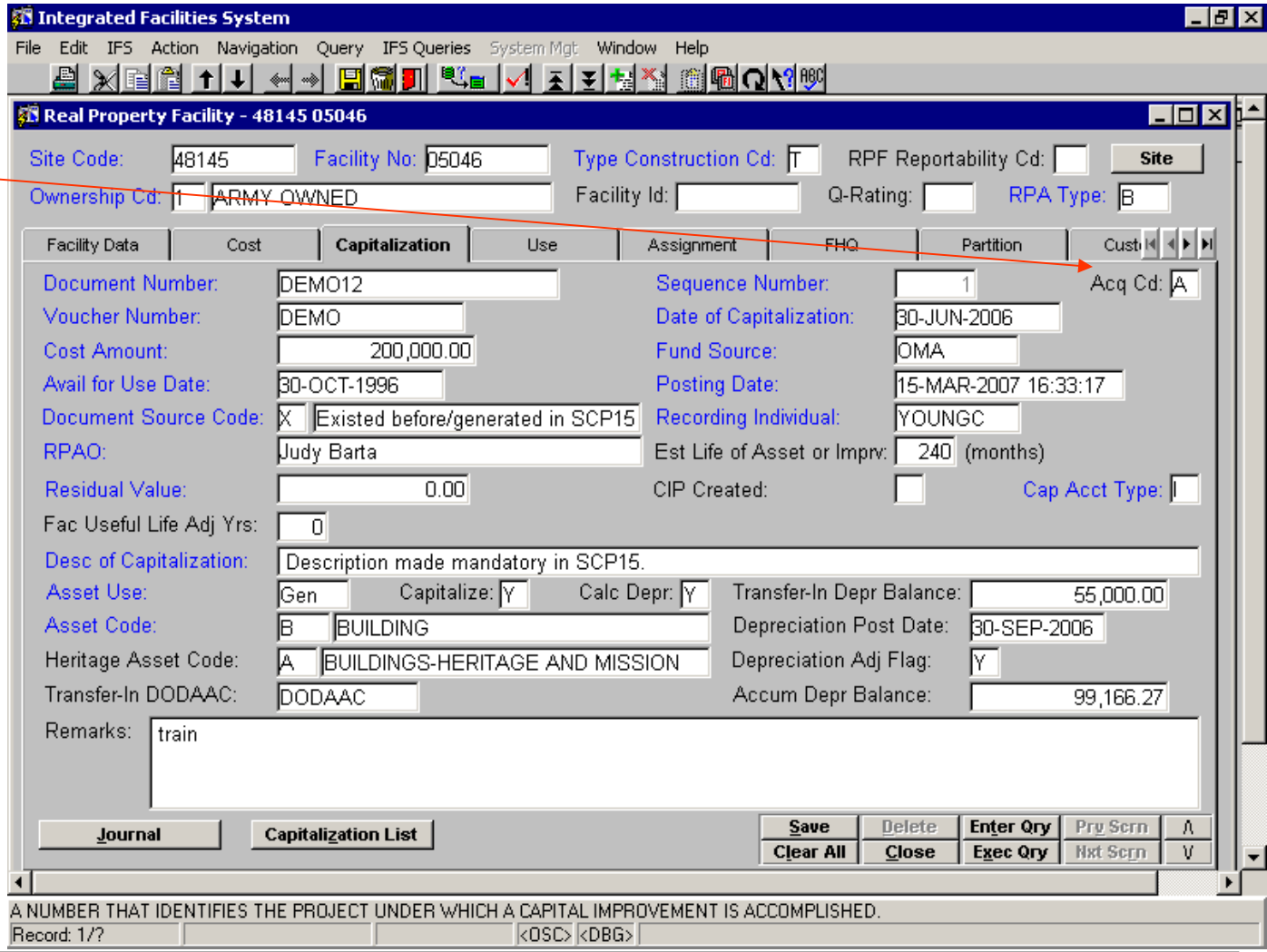
Key Accounting Data

Capitalization Acquisition Code is Mandatory on any Capitalization Record Reporting Costs.

The Value is System Defaulted to the Facility Acquisition Code on the Cap Account "A" Record.

The User Must enter the value for all Cap Account "I" records.
Depending on Value entered
The system may require entry
of additional fields.

At DPAS Sites, this Requirement is performed differently



Key Accounting Data

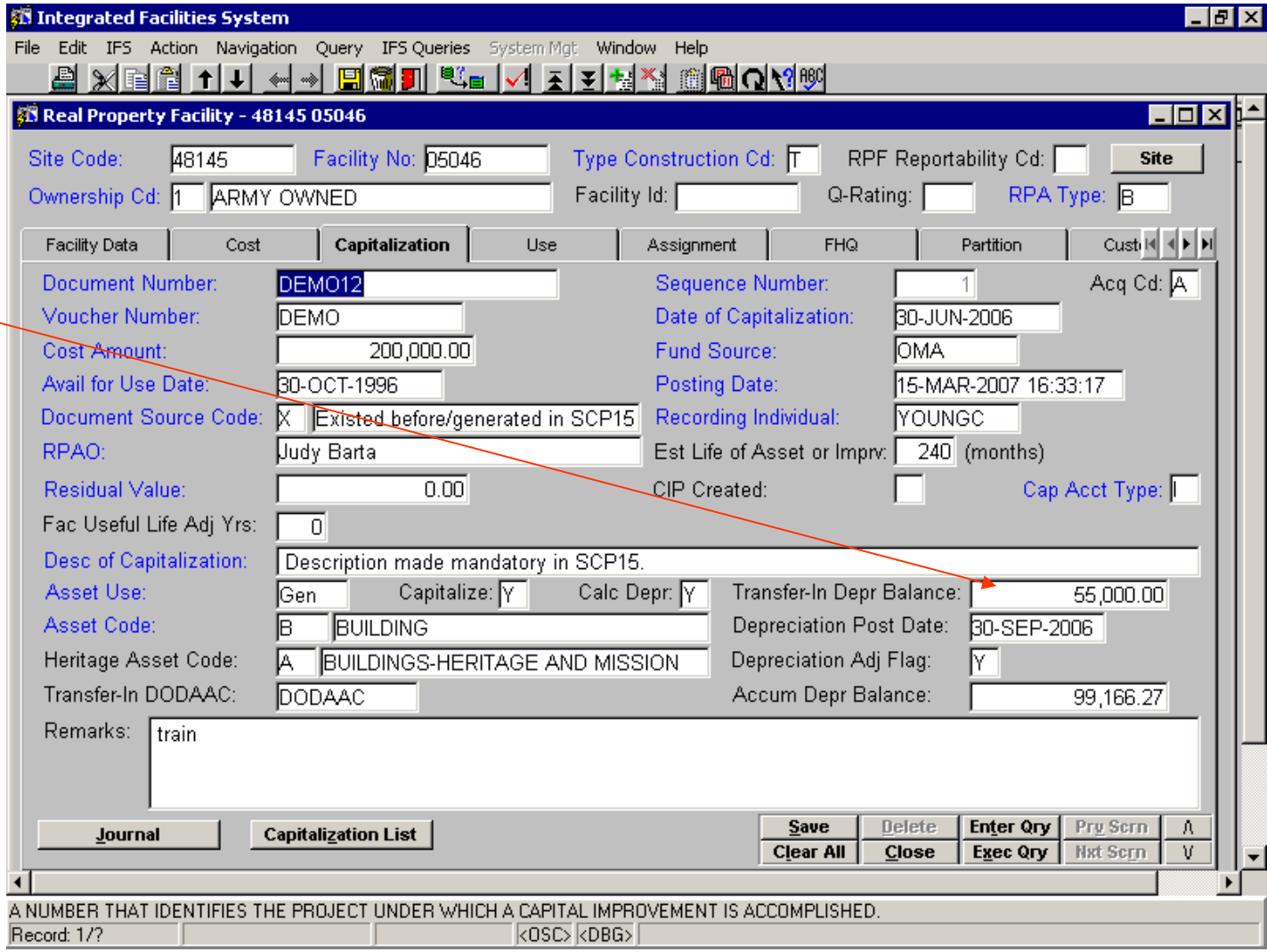
Transfer In Depreciation Balance, denotes the Dollar Amount of the Asset that has already been depreciated, prior to receipt of the asset.

User Entered Field Required (Zero (0) valid) when Capitalization Acquisition Code Equals;

A	BRAC I Acquisition
B	BRAC 91 Acquisition
C	BRAC 93 Acquisition
D	BRAC 95 Acquisition
J	Army Family Housing
K	BRAC 2005 Acquisition
M	Major Construction Army
N	National Guard Bureau
R	Major Construction Army Reserves

User May Not Change this Value Once a Depreciation Cycle has been run (Transfer-in Depr Not Equal Accum Depr)

At DPAS Sites, this Requirement is performed differently



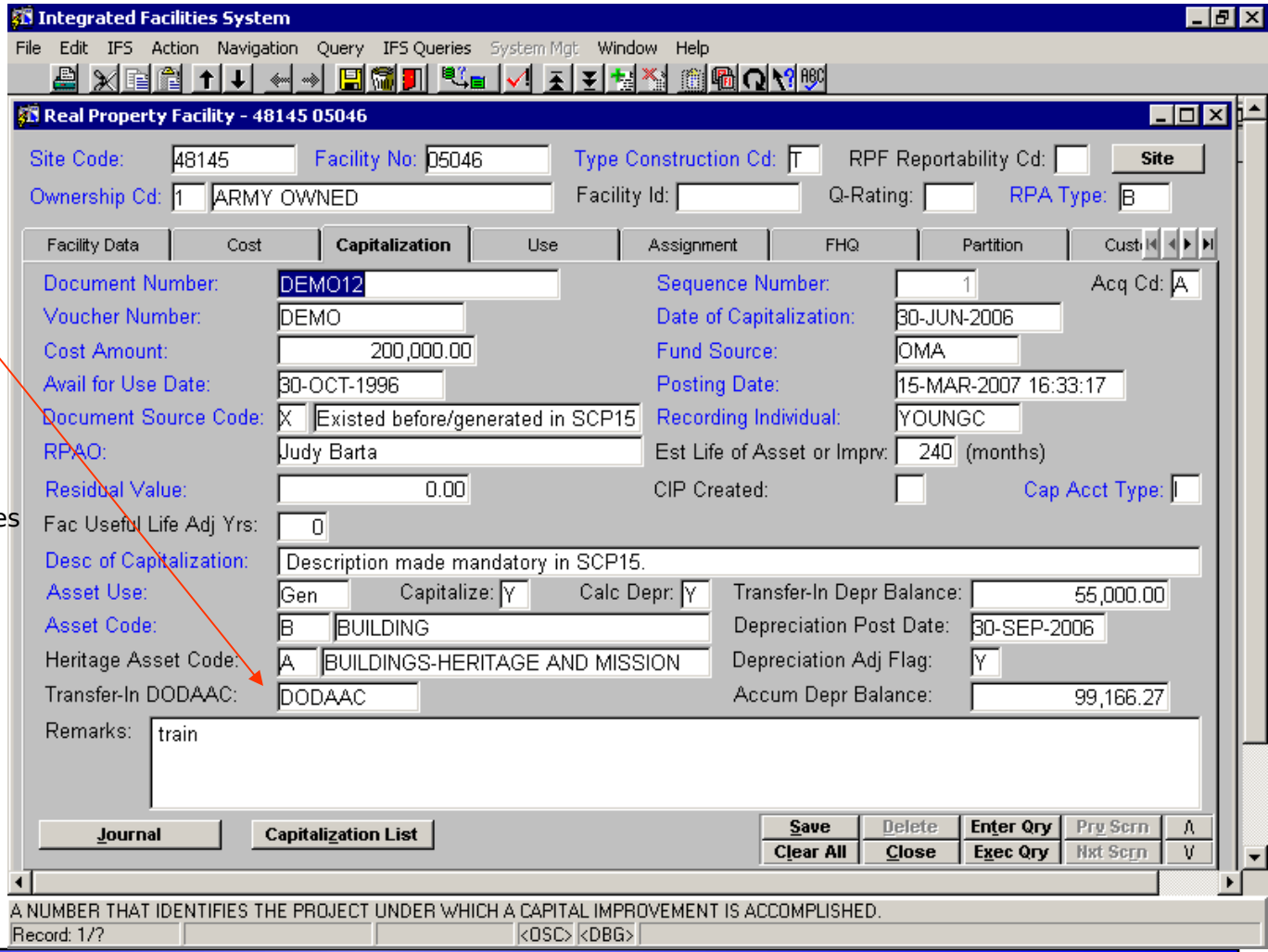
Key Accounting Data

Transfer In DODAAC
Denotes the DODAAC of the Organization from Which the improvement, Was acquired.
User Entered Field Required when Capitalization Acquisition Code Equals;

A	BRAC I Acquisition
B	BRAC 91 Acquisition
C	BRAC 93 Acquisition
D	BRAC 95 Acquisition
J	Army Family Housing
K	BRAC 2005 Acquisition
M	Major Construction Army
N	National Guard Bureau
R	Major Construction Army Reserves
S	Other Service
X	Department Of Defense

Used for interface with DCD.
User May Not Change this Value Once entered and Saved.
The SCP 16 Conversion set value = “SCP-16” when required.

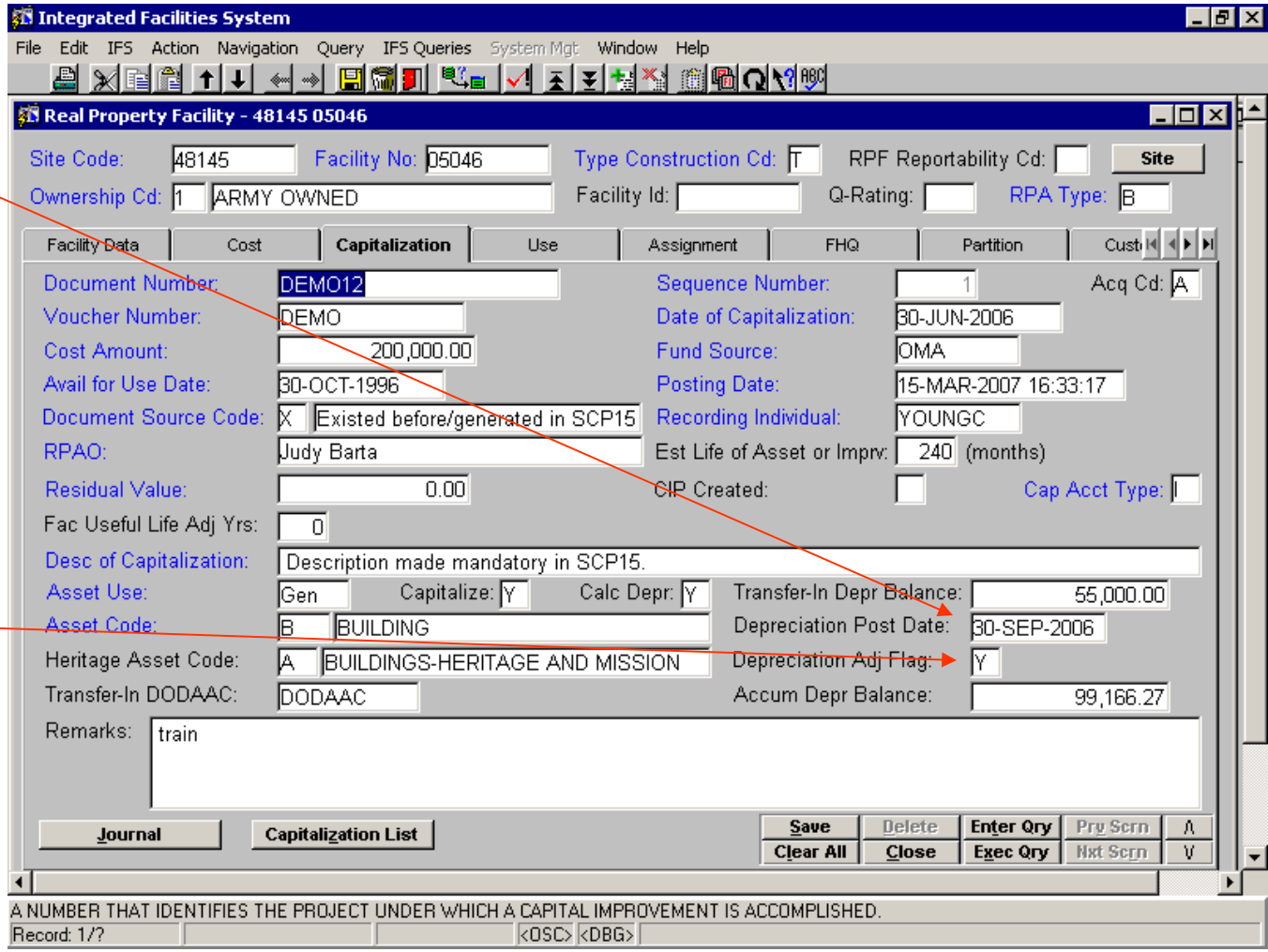
At DPAS Sites, this Requirement is performed differently



Key Accounting Data

Depreciation Post Date is System derived as the last day of the Month and Year in which depreciation was Last computed for the Asset or Improvement.

Depreciation Adjustment Flag is system derived as a trigger to the Monthly Depreciation cycle to check for necessary adjustments based on changes in cost, available for use, etc.



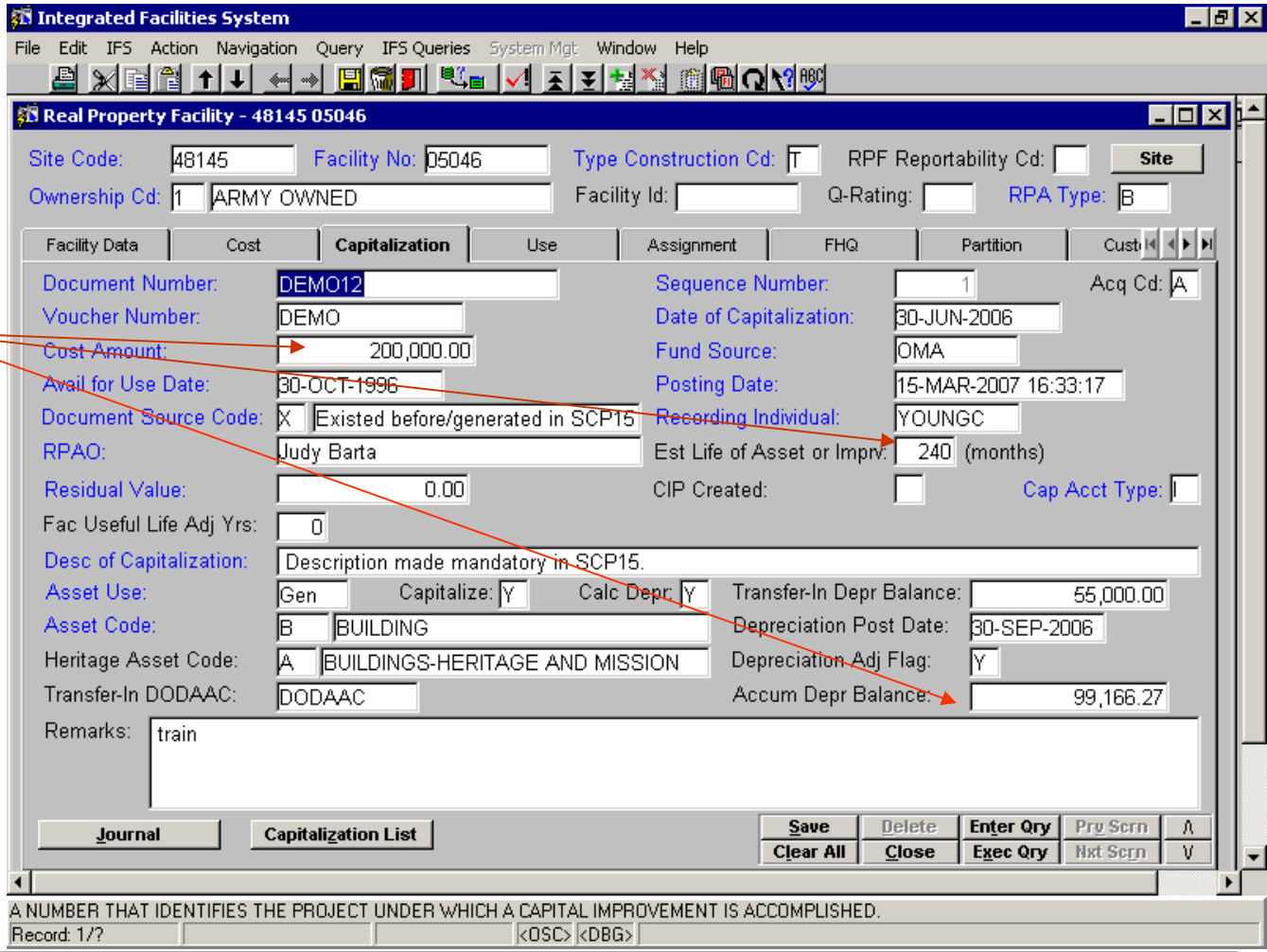
At DPAS Sites, this

Key Accounting Data

Accumulated Depreciation Balance is computed during The Monthly Depreciation Cycle, based on Straight Line Depreciation of the Cost Amount over the Life (Est Life of Asset or Improvement).

The system will adjust depreciation for any Cost Amount Changes or Changes in Available for Use Date.

The system generates **Sub Ledgers** for each Instance of Depreciation which are passed in the financial interface (DCD).


Integrated Facilities System
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
Real Property Facility - 48145 05046
Site Code: 48145 Facility No: 05046 Type Construction Cd: T RPF Reportability Cd: Site
Ownership Cd: 1 ARMY OWNED Facility Id: Q-Rating: RPA Type: B
Facility Data Cost Capitalization Use Assignment FHQ Partition Cust
Document Number: DEMO12 Sequence Number: 1 Acq Cd: A
Voucher Number: DEMO Date of Capitalization: 30-JUN-2006
Cost Amount: 200,000.00 Fund Source: OMA
Avail for Use Date: 30-OCT-1996 Posting Date: 15-MAR-2007 16:33:17
Document Source Code: X Existed before/generated in SCP15 Recording Individual: YOUNGC
RPAO: Judy Barta Est Life of Asset or Imprv: 240 (months)
Residual Value: 0.00 CIP Created: Cap Acct Type:
Fac Useful Life Adj Yrs: 0
Desc of Capitalization: Description made mandatory in SCP15.
Asset Use: Gen Capitalize: Y Calc Depr: Y Transfer-In Depr Balance: 55,000.00
Asset Code: B BUILDING Depreciation Post Date: 30-SEP-2006
Heritage Asset Code: A BUILDINGS-HERITAGE AND MISSION Depreciation Adj Flag: Y
Transfer-In DODAAC: DODAAC Accum Depr Balance: 99,166.27
Remarks: train
Journal Capitalization List
Save Delete Enter Qry Prv Scrn
Clear All Close Exec Qry Nxt Scrn
A NUMBER THAT IDENTIFIES THE PROJECT UNDER WHICH A CAPITAL IMPROVEMENT IS ACCOMPLISHED.
Record: 1/?
<OSC> <DBG>

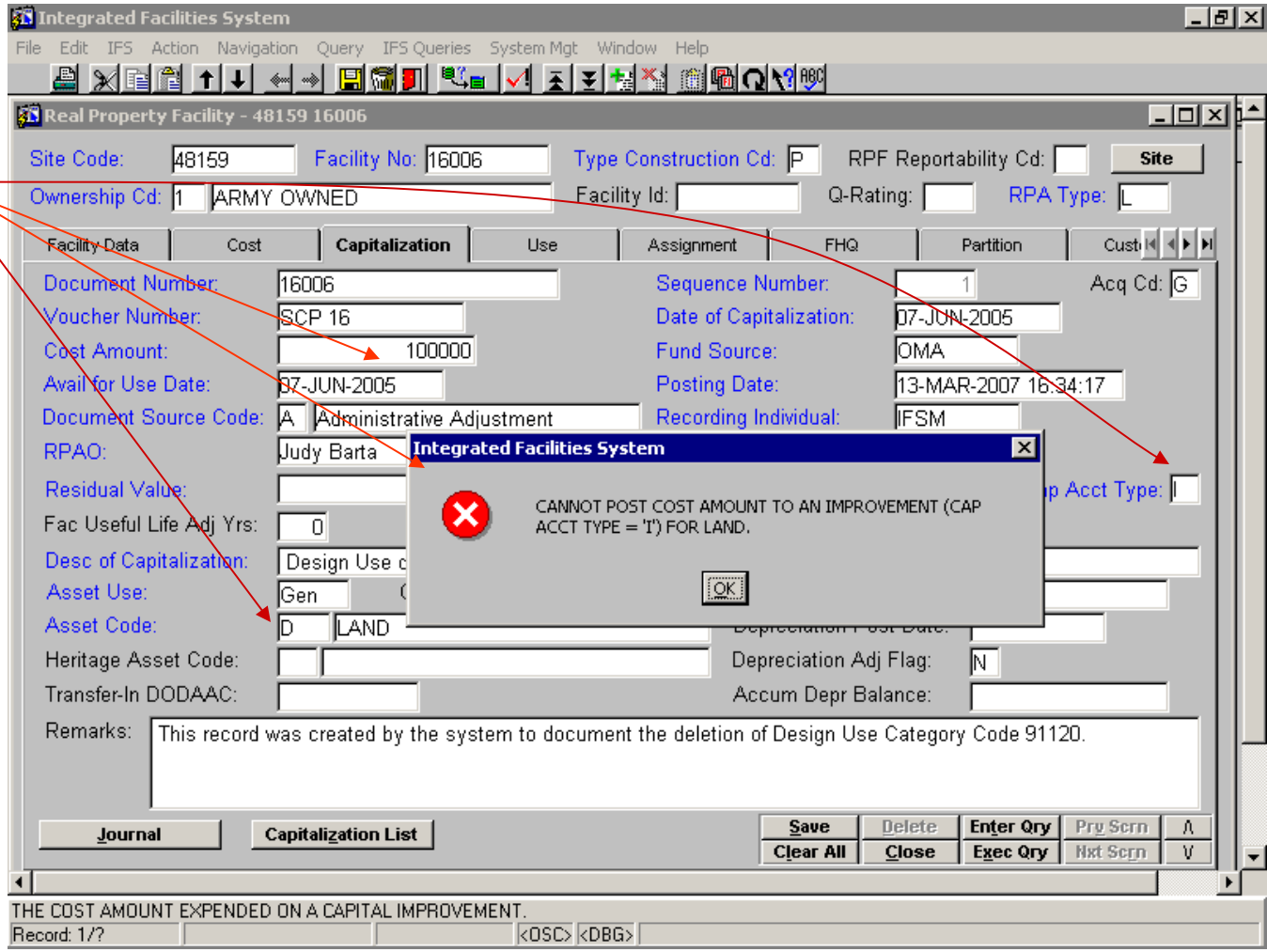
Key Accounting Rules

Costs are not Allowed for Improvements (Capitalization Account Type = "I") to Land type Facilities

Improvements to land will have individual Facility Numbers and Category Codes as applicable:

E.g.. Buildings, Ranges, etc.

At DPAS Sites, this Requirement is performed differently



Real Property Construction-in-Progress (CIP) Requirements (RPCIPR) Document

- CIP is an accounting term for temporarily classifying assets under construction
- Depreciation does not begin until the asset is placed in service
- Requirement document was approved by I&E Domain Governance Board 16 Oct 2006
- RPCIPR Standardizes Department of Defense data elements, business processes and reporting of CIP
- Resulted in changes to DoD Financial Management Regulation (FMR)

IFS Construction-in-Progress

A function in IFS-**Work Estimating** to facilitate capturing the costs of those projects that are developed and executed **In-House** that will be or have the potential to meet the requirements for Capitalization.

The data is **transferred** from **Work Estimating** and Job Costing **to** the **Real Property** module, where **Real Property will Voucher** the Record.

These are projects for which the work can be performed by using any type of method of accomplishment, i.e. In-House, Contractor, etc. but are strictly In-House projects.

In addition, the costs for those projects that meet the requirements for Capitalization are reported to the DFAS Corporate Database (DCD) financial system and appear on the

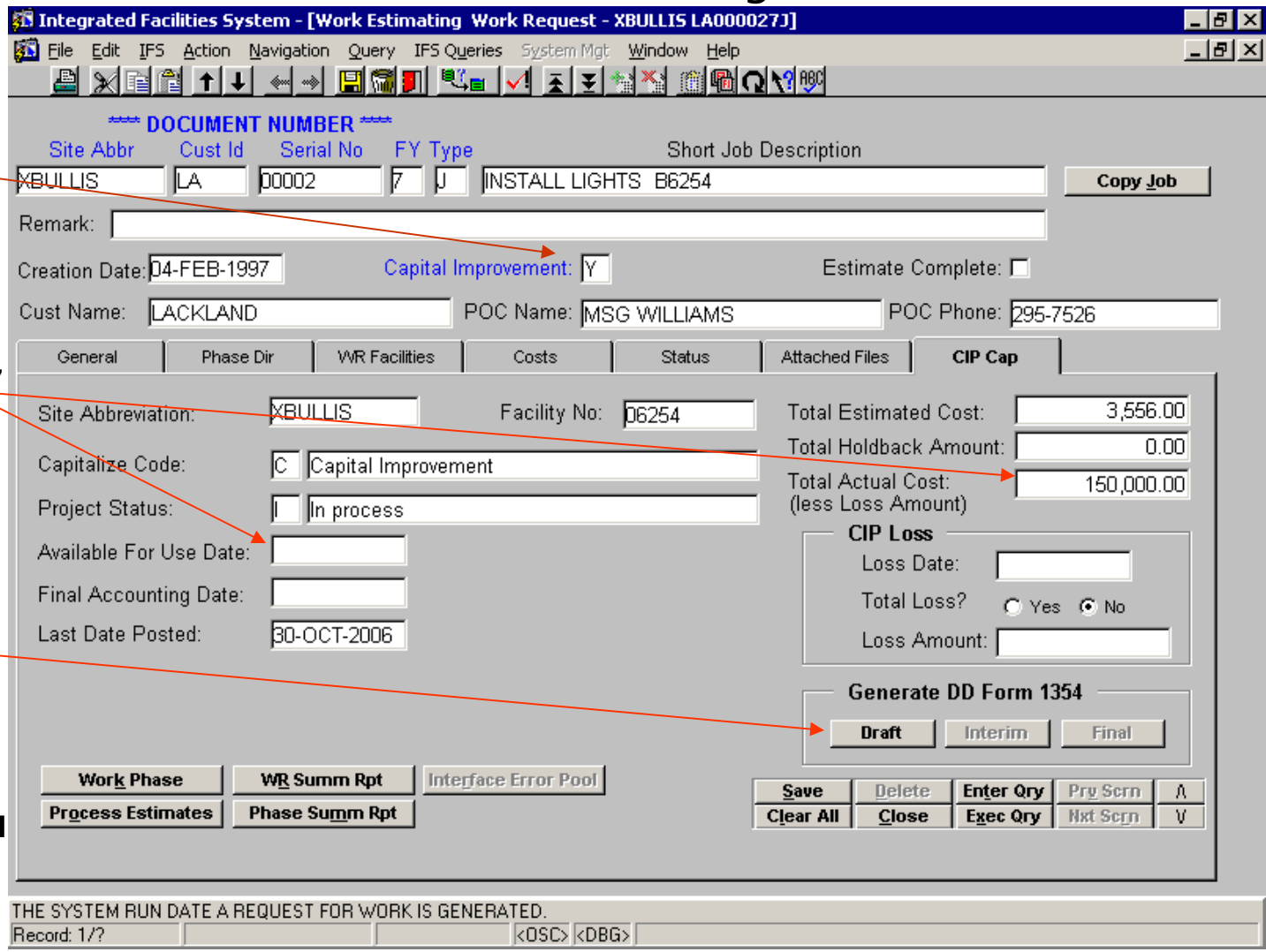
Construction in Progress (CIP)
IFS Work Estimating Function

Job is Designated as containing Capital Improvement

The Total Cost Amount Reflects the costs that Have been posted to CIP, Since the Improvement Has not been designated As Available for Use.

The system assists The Project Manager by Preparing a Draft DD Form 1354 (see next slide)

At DPAS Sites, this Requirement is performed differently


Integrated Facilities System - [Work Estimating Work Request - XBULLIS LA000027J]
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
**** DOCUMENT NUMBER ****
Site Abbr Cust Id Serial No FY Type Short Job Description
XBULLIS LA 00002 7 J INSTALL LIGHTS B6254
Copy Job
Remark:
Creation Date: 04-FEB-1997
Capital Improvement: Y
Estimate Complete:
Cust Name: LACKLAND
POC Name: MSG WILLIAMS
POC Phone: 295-7526
General Phase Dir WR Facilities Costs Status Attached Files CIP Cap
Site Abbreviation: XBULLIS
Facility No: 06254
Capitalize Code: C Capital Improvement
Project Status: I In process
Available For Use Date:
Final Accounting Date:
Last Date Posted: 30-OCT-2006
Total Estimated Cost: 3,556.00
Total Holdback Amount: 0.00
Total Actual Cost: (less Loss Amount) 150,000.00
CIP Loss
Loss Date:
Total Loss? Yes No
Loss Amount:
Generate DD Form 1354
Draft Interim Final
Work Phase WR Summ Rpt Interface Error Pool
Process Estimates Phase Summ Rpt
Save Delete Enter Qry Prv Scrn
Clear All Close Exec Qry Nxt Scrn
THE SYSTEM RUN DATE A REQUEST FOR WORK IS GENERATED.
Record: 1/?
<OSC> <DBG>

Construction in Progress (CIP)
IFS Work Estimating Function

System generated "DRAFT" DD Form 1354

Project Manager Prints The Form and provides Copy to RPAO

RPAO can then see the CIP generated Capitalization Record (see next slide)

At DPAS Sites, this Requirement is performed differently

Form 1354 - Transfer Military Real Property

File View Help

Page: 1

TRANSFER AND ACCEPTANCE OF MILITARY REAL PROPERTY

PAGE

The public reporting burden for this collection of information is estimated to average 30 minutes per response, including the time for reviewing instruction, searching existing data sources, gathering and maintaining th reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department o Communications Directorate (0704-0188). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of informatio valid OMB control number.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE ABOVE ORGANIZATION.

1. FROM (Site/Activity/District and ZIP Code)	2. DATE PREPARED (YYYYMMDD)	3. PROJECT/JOB NUMBER	4. SERIAL NUMBER	9. TRANSACTION DETAILS
FORT SAM HOUSTON, TX, 78257	20070124	48145 LA000027J		a. [ ] NEW CONST. [ ] EXISTING FAC. [X] CAPITAL IMP. [ ] OTHER (Specify) b.
5. TO (Site/Activity/Service, ZIP Code & Site Cd)	6. SITE/SITE CD/ NAME	7. CONTRACT NUMBER(S)	8. DRAWING NUMBER(S)	c. [X] DRAFT [ ] FINAL [ ] INTERIM d. EFFI
FORT SAM HOUSTON, TX, 78257 Judy Barta SITE CD: 48265	48145 CAMP BULLIS			

10. ITEM NO.	11. FACILITY NO.	12. CATEGORY CODE	13. CATCODE DESCRIPTION	14. TYPE	AREA 15. UNIT OF MEAS 1	AREA 16. TOTAL QUANTITY UM1	OTHER 17. UNIT OF MEAS 2	OTHER 18. TOTAL QUANTITY UM 2	19. COST	20. FUND SOURCE	21. FUND ORG	22. INTER-EST CODE
1	06254			P					$150,000.00		00	01
2	06254	17805	AUTO REC FIR RG	P	AC	82.21	FP	16.0				

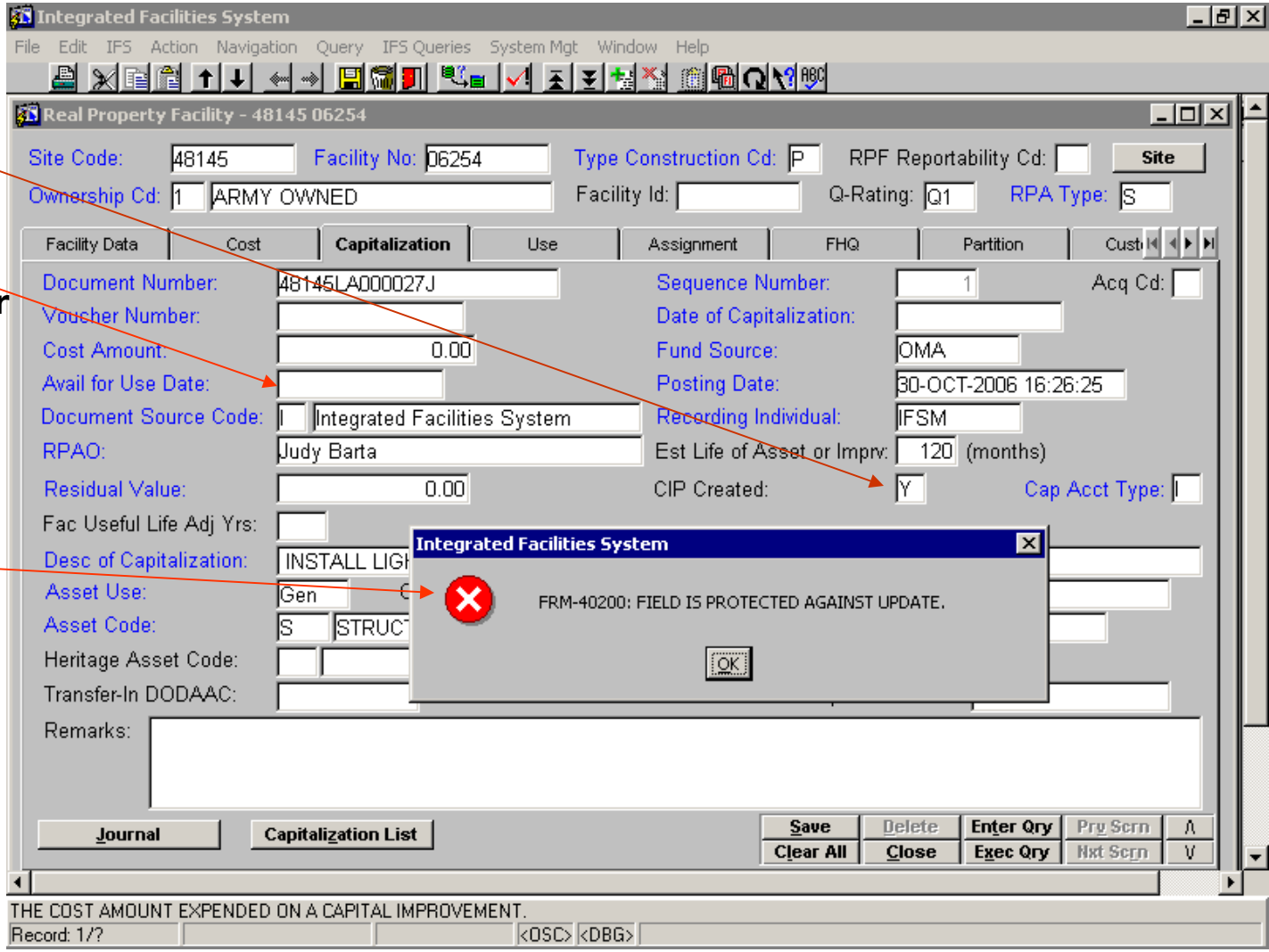
Capitalization Data Rules

For CIP Created Capitalization Account Records:

Prior to Project Manager Posting the **Available for Use Date** (Through the Work Estimating Module) (Draft DD Form 1354)

You **cannot make any changes** to a Capitalization Record that has been Created through the CIP Process

At DPAS Sites, this Requirement is performed differently



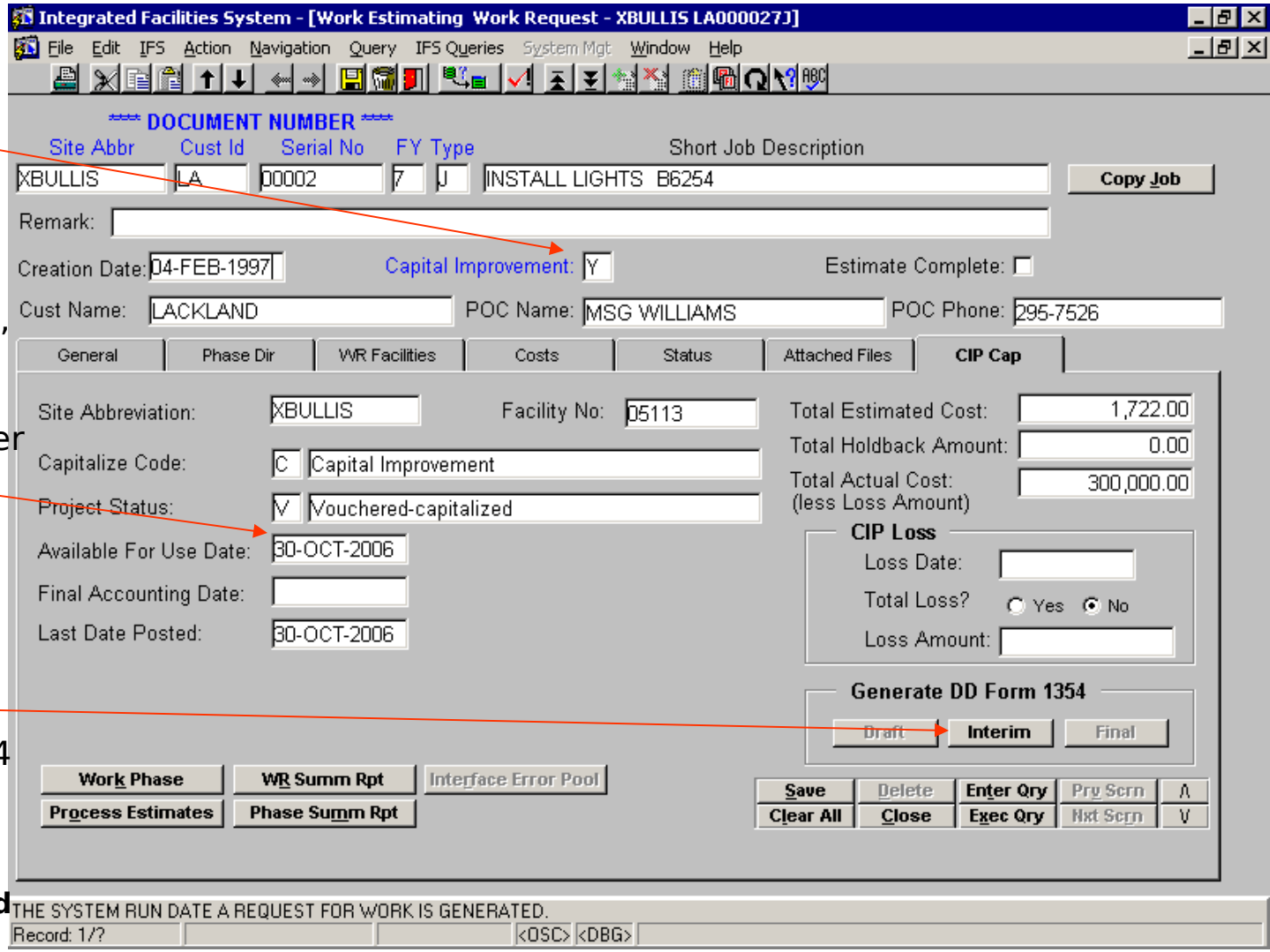
Construction in Progress (CIP)
IFS Work Estimating Function

Job is Designated as containing Capital Improvement

The Total Cost Amount Reflects the costs that Have been posted to CIP, Until RPAO accepts the Improvement.
Note: the Project Manager Has designated the Improvement As Available for Use.

The system assists The Project Manager by Preparing an "INTERIM" DD Form 1354 (see next slide)

At DPAS Sites, this Requirement is performed differently


Integrated Facilities System - [Work Estimating Work Request - XBULLIS LA000027J]
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
**** DOCUMENT NUMBER ****
Site Abbr Cust Id Serial No FY Type Short Job Description
XBULLIS LA 00002 7 J INSTALL LIGHTS B6254
Copy Job
Remark:
Creation Date: 04-FEB-1997
Capital Improvement: Y
Estimate Complete:
Cust Name: LACKLAND
POC Name: MSG WILLIAMS
POC Phone: 295-7526
General Phase Dir WR Facilities Costs Status Attached Files CIP Cap
Site Abbreviation: XBULLIS
Facility No: 05113
Capitalize Code: C Capital Improvement
Project Status: V Vouchered-capitalized
Available For Use Date: 30-OCT-2006
Final Accounting Date:
Last Date Posted: 30-OCT-2006
Total Estimated Cost: 1,722.00
Total Holdback Amount: 0.00
Total Actual Cost: (less Loss Amount) 300,000.00
CIP Loss
Loss Date:
Total Loss? Yes No
Loss Amount:
Generate DD Form 1354
Draft Interim Final
Work Phase WR Summ Rpt Interface Error Pool
Process Estimates Phase Summ Rpt
Save Delete Enter Qry Prv Scrn
Clear All Close Exec Qry Nxt Scrn
THE SYSTEM RUN DATE A REQUEST FOR WORK IS GENERATED.
Record: 1/?
<OSC> <DBG>

Construction in Progress (CIP)
IFS Work Estimating Function

System generated
"INTERIM"
DD Form 1354

Project Manager Prints The Form and provides Copy to RPAO

RPAO, after Accepting the Improvement will then select The CIP generated Capitalization Record to "Capitalize" the Improvement, thus Removing it from CIP (see next slide)

At DPAS Sites, this Requirement is performed differently

Form 1354 - Transfer Military Real Property

File View Help

Page: 1

TRANSFER AND ACCEPTANCE OF MILITARY REAL PROPERTY

PAGE

The public reporting burden for this collection of information is estimated to average 30 minutes per response, including the time for reviewing instruction, searching existing data sources, gathering and maintaining th reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department o Communications Directorate (0704-0188). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of informatio valid OMB control number.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE ABOVE ORGANIZATION.

1. FROM (Site/Activity/District and ZIP Code)	2. DATE PREPARED (YYYYMMDD)	3. PROJECT/JOB NUMBER	4. SERIAL NUMBER	9. TRANSACTION DETAILS
FORT SAM HOUSTON, TX, 78257	20070124	48145 LA000027J		a. [ ] NEW CONST. [ ] EXISTING FAC. [X] CAPITAL IMP. [ ] OTHER (Specify) b. [X]
5. TO (Site/Activity/Service, ZIP Code & Site Cd)	6. SITE/SITE CD/ NAME	7. CONTRACT NUMBER(S)	8. DRAWING NUMBER(S)	c. [ ] DRAFT [ ] FINAL [X] INTERIM d. EFFI
FORT SAM HOUSTON, TX, 78257 Judy Barta SITE CD: 48265	48145 CAMP BULLIS			

10. ITEM NO.	11. FACILITY NO.	12. CATEGORY CODE	13. CATCODE DESCRIPTION	14. TYPE	AREA 15. UNIT OF MEAS 1	AREA 16. TOTAL QUANTITY UM1	OTHER 17. UNIT OF MEAS 2	OTHER 18. TOTAL QUANTITY UM 2	19. COST	20. FUND SOURCE	21. FUND ORG	22. INTEREST CODE
1	05113			T					$300,000.00		00	01
2	05113	61050	ADMIN GEN PURP	T	SF	2,550.00	PN	13.0				

Capitalization Data Rules

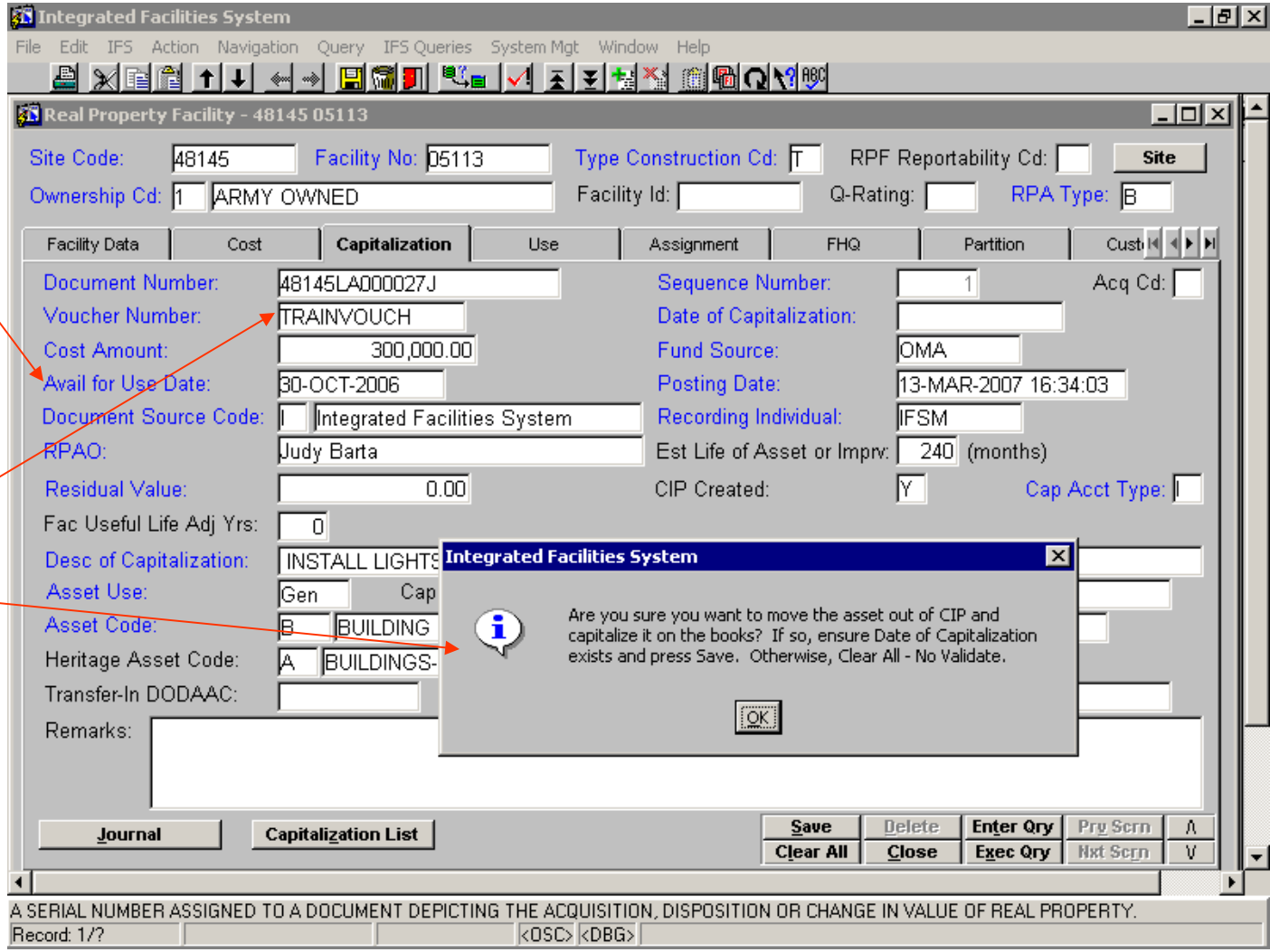
For CIP Created Capitalization Account Records:

After the Project Manager Posts the Available for Use Date (Through the Work Estimating Module) and forwards the 1354:

Then when the 1354 is signed and accepted by the RPAO, you may then **enter the Voucher number on** the RPF Capitalization Account.

System responds with message informing user that asset/improvement will be taken out of CIP and Capitalized (placed In service), giving the user the opportunity to clear the Change.

At DPAS Sites, this

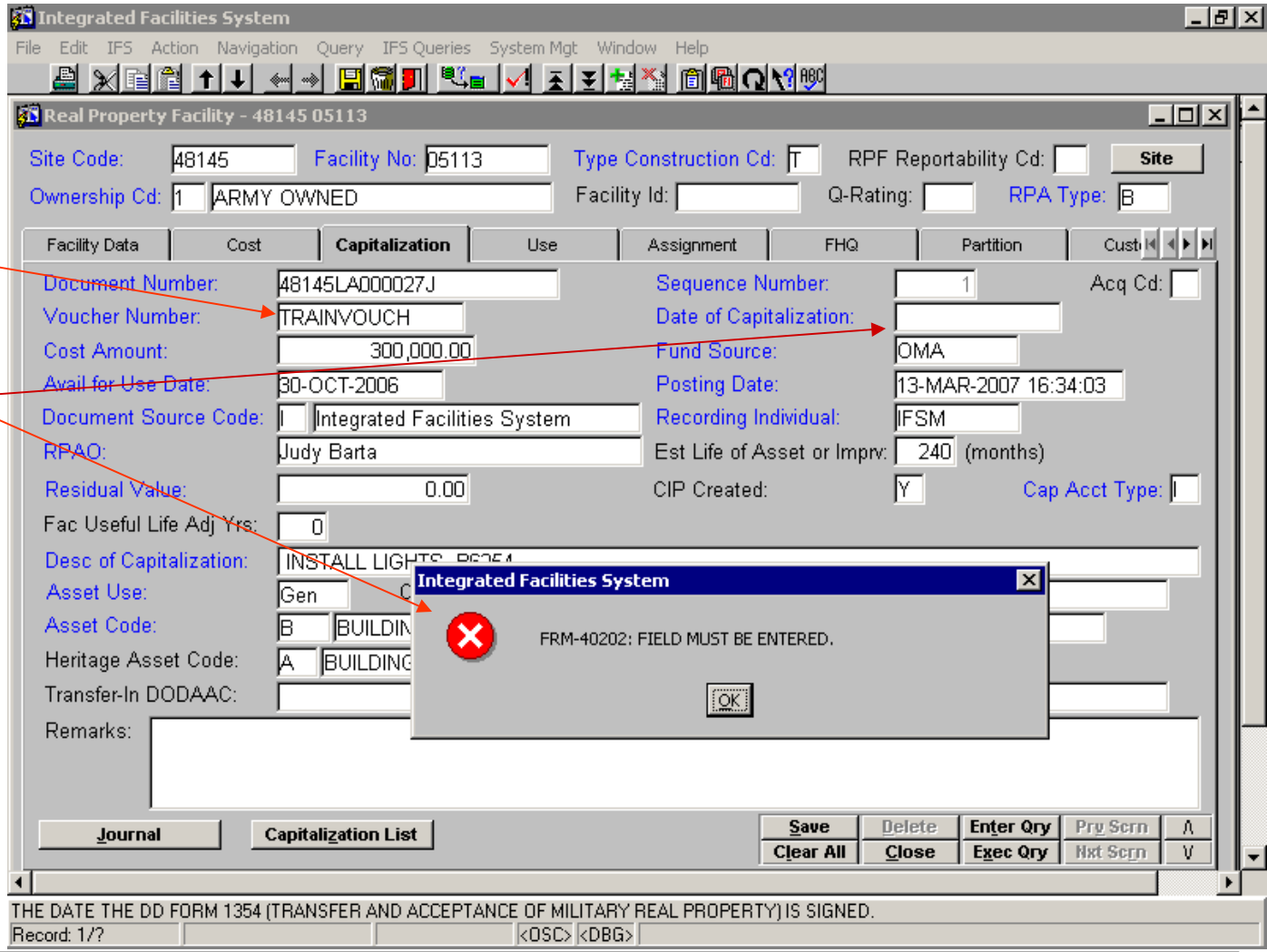

Integrated Facilities System
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
Real Property Facility - 48145 05113
Site Code: 48145 Facility No: 05113 Type Construction Cd: T RPF Reportability Cd: Site
Ownership Cd: 1 ARMY OWNED Facility Id: Q-Rating: RPA Type: B
Facility Data Cost Capitalization Use Assignment FHQ Partition Cust
Document Number: 48145LA000027J Sequence Number: 1 Acq Cd:
Voucher Number: TRAINVOUCH Date of Capitalization:
Cost Amount: 300,000.00 Fund Source: OMA
Avail for Use Date: 30-OCT-2006 Posting Date: 13-MAR-2007 16:34:03
Document Source Code: I Integrated Facilities System Recording Individual: IFSM
RPAO: Judy Barta Est Life of Asset or Imprv: 240 (months)
Residual Value: 0.00 CIP Created: Y Cap Acct Type:
Fac Useful Life Adj Yrs: 0
Desc of Capitalization: INSTALL LIGHTS
Asset Use: Gen Cap
Asset Code: B BUILDING
Heritage Asset Code: A BUILDINGS-
Transfer-In DODAAC:
Remarks:
Integrated Facilities System
Are you sure you want to move the asset out of CIP and capitalize it on the books? If so, ensure Date of Capitalization exists and press Save. Otherwise, Clear All - No Validate.
OK
Journal
Capitalization List
Save Delete Enter Qry Prv Scrn
Clear All Close Exec Qry Nxt Scrn
A SERIAL NUMBER ASSIGNED TO A DOCUMENT DEPICTING THE ACQUISITION, DISPOSITION OR CHANGE IN VALUE OF REAL PROPERTY.
Record: 1/?
<OSC> <DBG>

Capitalization Data Rules

For CIP Created Capitalization Account Records:

When the **Voucher Number** is **entered,** the system will force the entry of **Date of Capitalization** ("Date in Accepted by" - Block 25 of DD Form 1354)

At DPAS Sites, this Requirement is performed differently



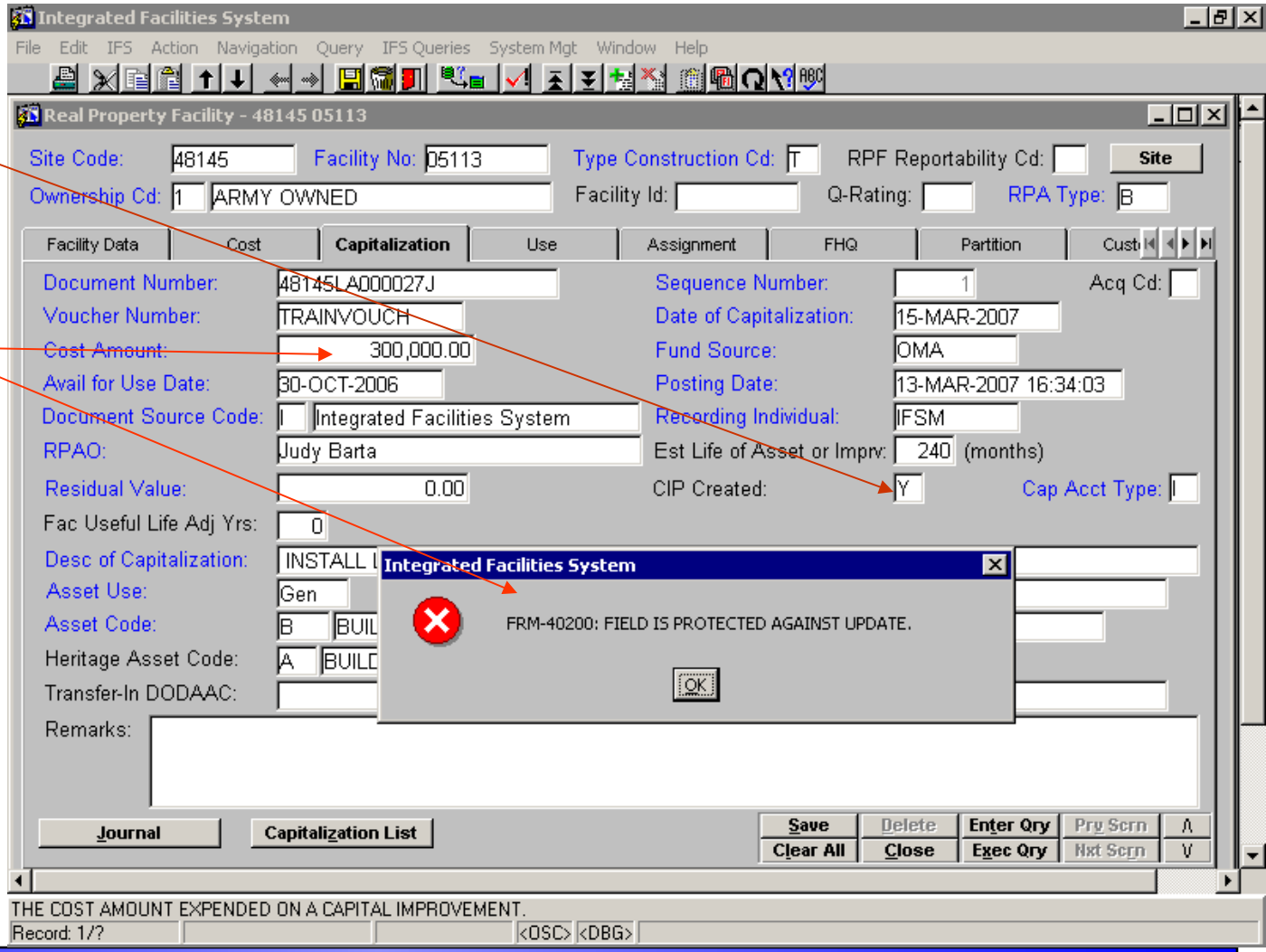
Capitalization Data Rules

For CIP Created Capitalization Account Records:

Once the Voucher Number and Date of Capitalization is entered and saved, Real Property may make most changes to the RPF Capitalization Record, with the **exception** of **Cost Amount.**

After CIP is Finalized by the Project Manager in Work Estimating (Real Property receives Final 1354) **then Real Property** may **adjust the Cost Amount if required.** (See next slides for example)

At DPAS Sites, this Requirement is performed differently



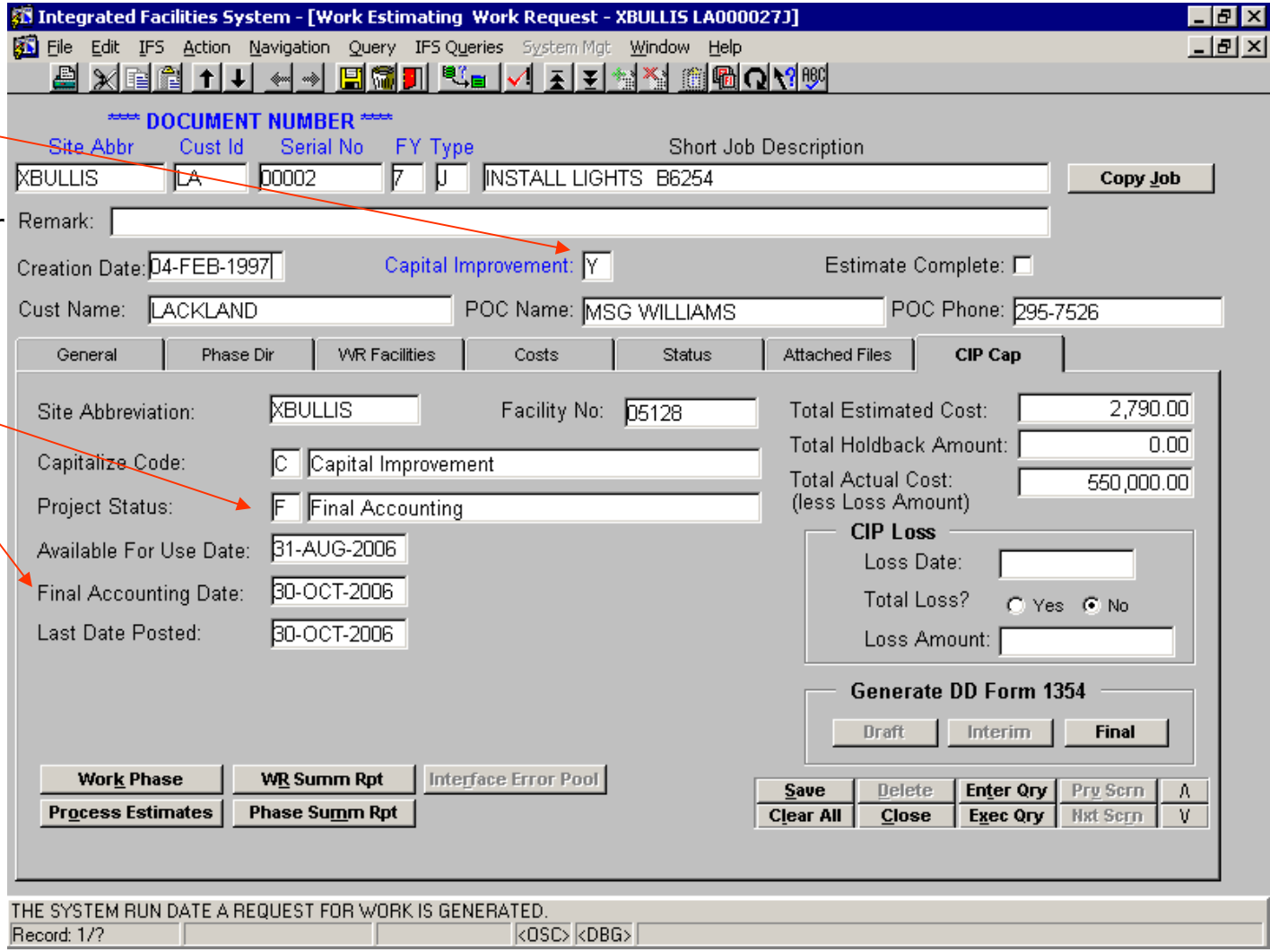
Construction in Progress (CIP)
IFS Work Estimating Function

Job is Designated as containing Capital Improvement

Note: the Project Manager Has designated the Improvement As Financial Accounting Being Complete

The system assists The Project Manager by Preparing an "**FINAL**" DD Form 1354 (see next slide)

At DPAS Sites, this Requirement is performed differently


Integrated Facilities System - [Work Estimating Work Request - XBULLIS LA000027J]
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
**** DOCUMENT NUMBER ****
Site Abbr Cust Id Serial No FY Type Short Job Description
XBULLIS LA 00002 7 J INSTALL LIGHTS B6254
Copy Job
Remark:
Creation Date: 04-FEB-1997
Capital Improvement: Y
Estimate Complete:
Cust Name: LACKLAND
POC Name: MSG WILLIAMS
POC Phone: 295-7526
General Phase Dir WR Facilities Costs Status Attached Files CIP Cap
Site Abbreviation: XBULLIS
Facility No: 05128
Capitalize Code: C Capital Improvement
Project Status: F Final Accounting
Available For Use Date: 31-AUG-2006
Final Accounting Date: 30-OCT-2006
Last Date Posted: 30-OCT-2006
Total Estimated Cost: 2,790.00
Total Holdback Amount: 0.00
Total Actual Cost: (less Loss Amount) 550,000.00
CIP Loss
Loss Date:
Total Loss? Yes No
Loss Amount:
Generate DD Form 1354
Draft Interim Final
Work Phase WR Summ Rpt Interface Error Pool
Process Estimates Phase Summ Rpt
Save Delete Enter Qry Prv Scrn
Clear All Close Exec Qry Nxt Scrn
THE SYSTEM RUN DATE A REQUEST FOR WORK IS GENERATED.
Record: 1/?
<OSC> <DBG>

Construction in Progress (CIP)
IFS Work Estimating Function

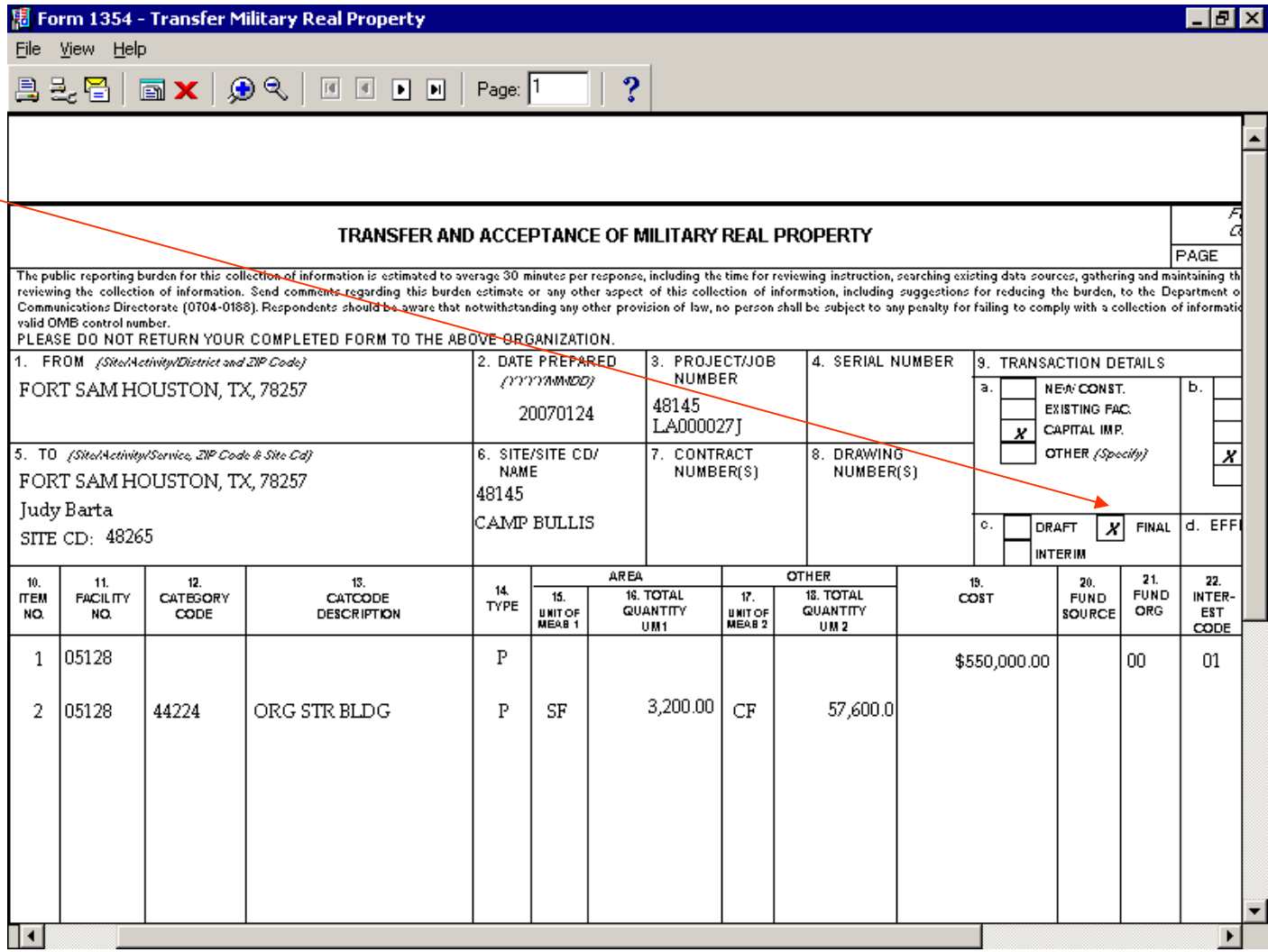
System generated
"FINAL"
DD Form 1354

Project Manager Prints The Form and provides Copy to RPAO

After the Improvement Is Finalized, the RPAO Has full Control of the Capitalization Record

(see next slide)

At DPAS Sites, this Requirement is performed differently



Form 1354 - Transfer Military Real Property

File View Help

Page: 1

TRANSFER AND ACCEPTANCE OF MILITARY REAL PROPERTY

PAGE

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PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE ABOVE ORGANIZATION.

1. FROM (Site/Activity/District and ZIP Code)	2. DATE PREPARED (YYYYMMDD)	3. PROJECT/JOB NUMBER	4. SERIAL NUMBER	9. TRANSACTION DETAILS
FORT SAM HOUSTON, TX, 78257	20070124	48145 LA000027J		a. [ ] NEW CONST. [ ] EXISTING FAC. [X] CAPITAL IMP. [ ] OTHER (Specify) b. [X]
5. TO (Site/Activity/Service, ZIP Code & Site Cd)	6. SITE/SITE CD/ NAME	7. CONTRACT NUMBER(S)	8. DRAWING NUMBER(S)	c. [ ] DRAFT [X] FINAL [ ] INTERIM d. EFFI
FORT SAM HOUSTON, TX, 78257 Judy Barta SITE CD: 48265	48145 CAMP BULLIS			

10. ITEM NO.	11. FACILITY NO.	12. CATEGORY CODE	13. CATCODE DESCRIPTION	14. TYPE	AREA 15. UNIT OF MEAS 1	AREA 16. TOTAL QUANTITY UM1	OTHER 17. UNIT OF MEAS 2	OTHER 18. TOTAL QUANTITY UM 2	19. COST	20. FUND SOURCE	21. FUND ORG	22. INTEREST CODE
1	05128			P					$550,000.00		00	01
2	05128	44224	ORG STR BLDG	P	SF	3,200.00	CF	57,600.0				

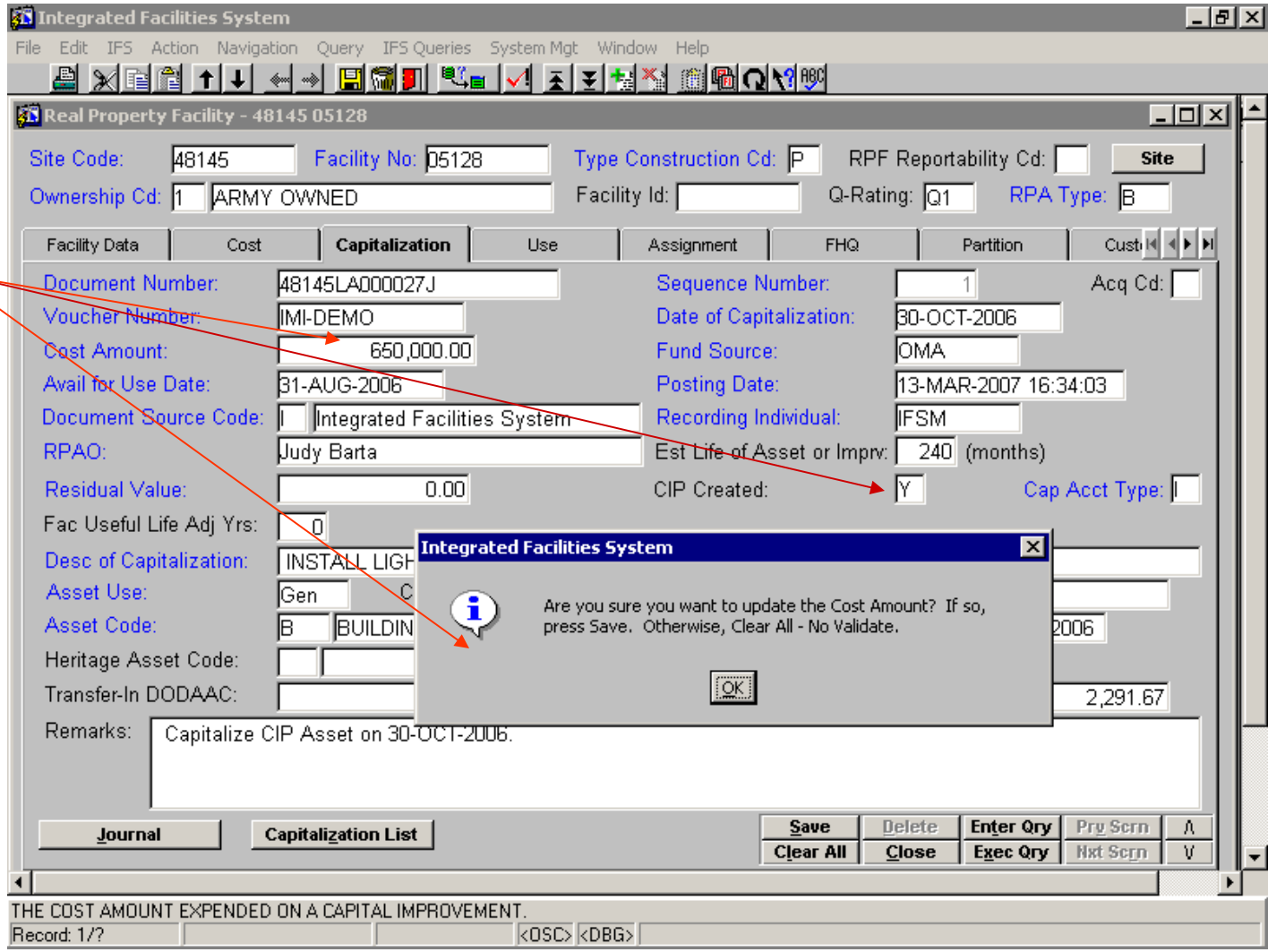
Capitalization Data Rules

For CIP Created Capitalization Account Records:

After CIP is Finalized by the Project Manager in Work Estimating (Real Property receives Final 1354) then Real Property may adjust the Cost Amount if required.

YOU MUST BE VERY CAREFUL AND FULLY DOCUMENT IN REMARKS ANY CHANGES (ESPECIALLY COST) MADE TO THE CAPITALIZATION RECORD

At DPAS Sites, this Requirement is performed differently

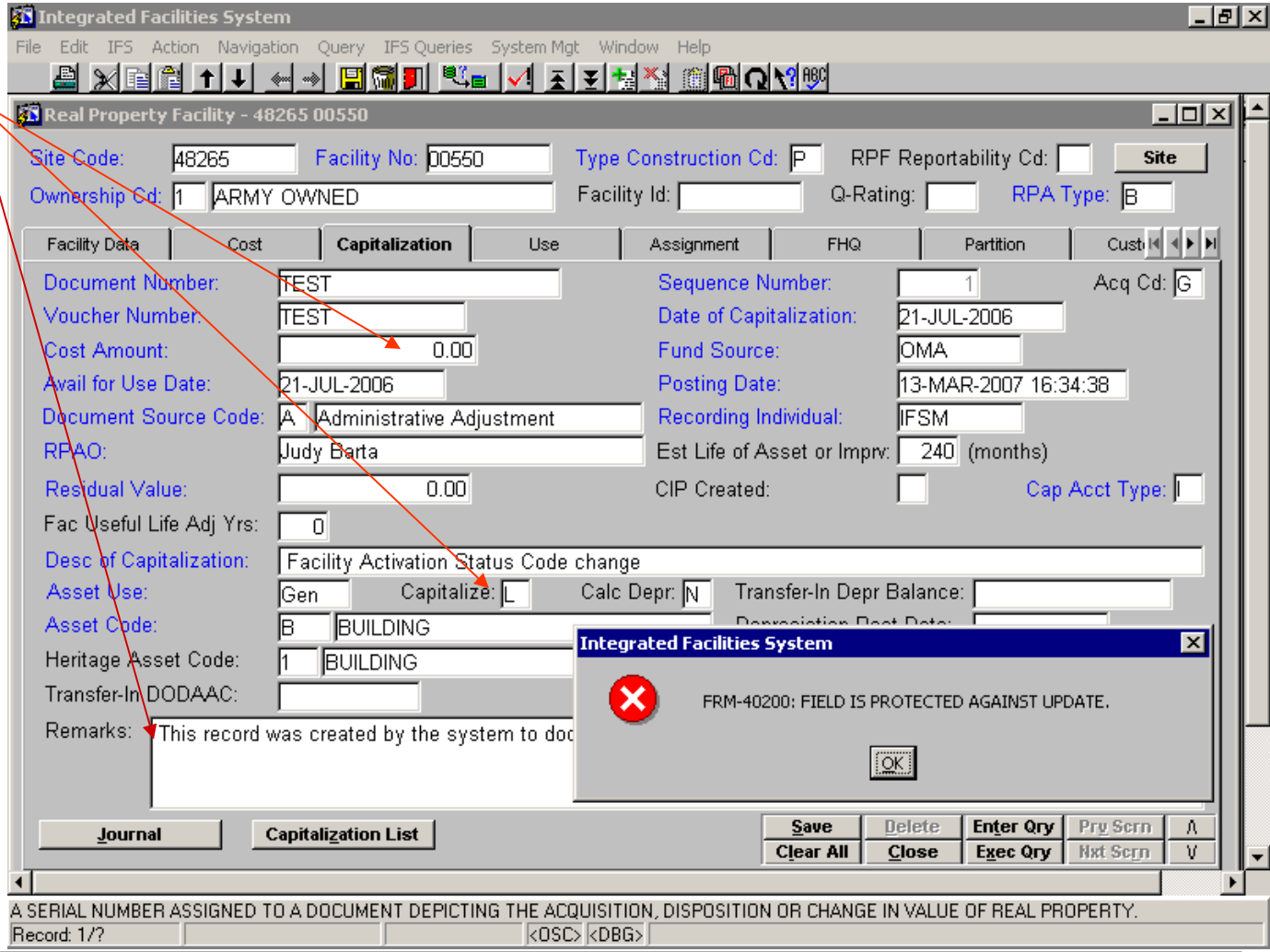


Capitalization Data Rules

When Capitalize Code has Been set = "L" (Locked):

You cannot make any changes to a Capitalization Record, Except for Remarks

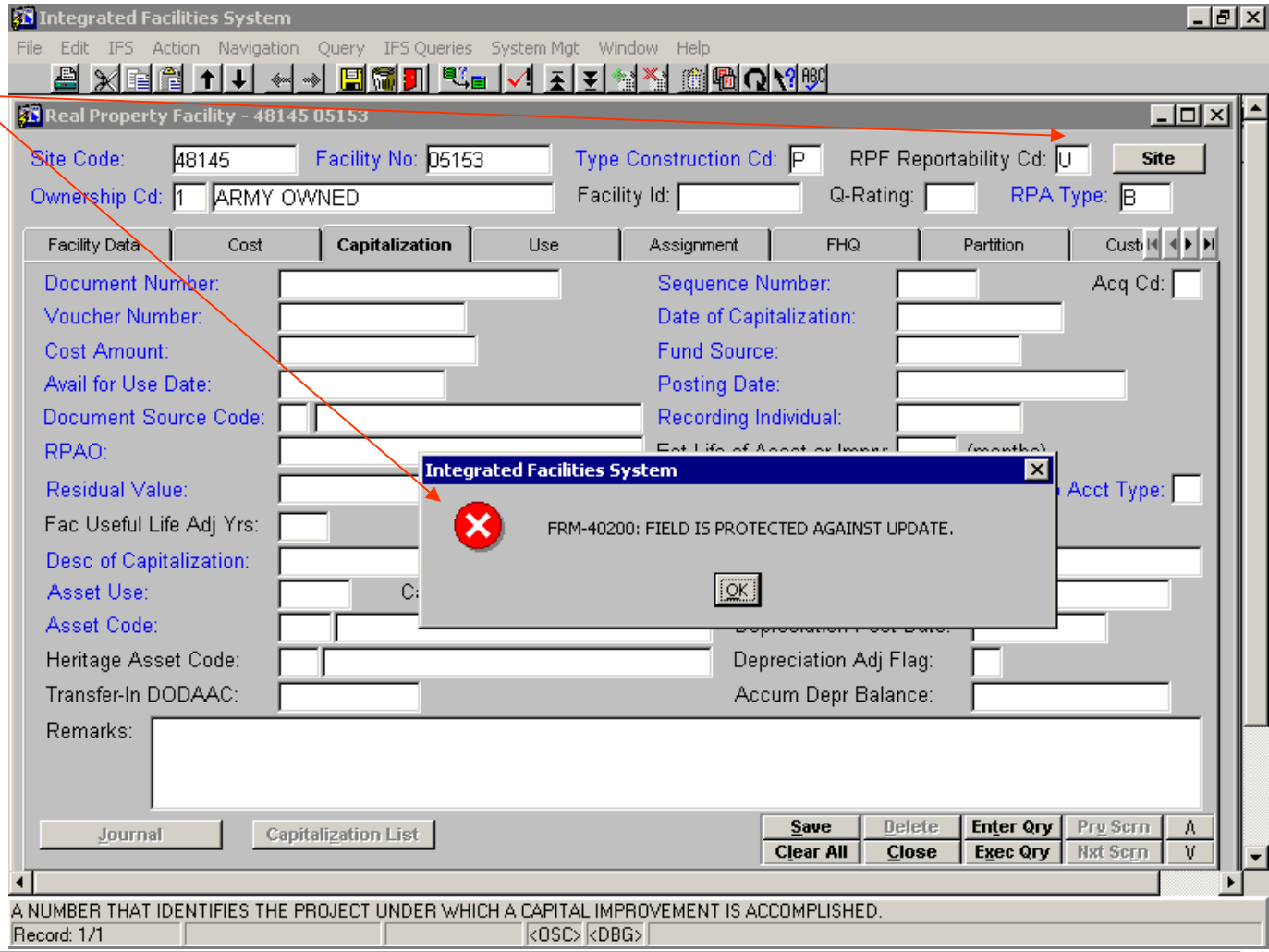
***NOTE* The system sets the Capitalized="L" (Locked) when an asset is moved from being a dedicated Heritage Asset to a Mission supporting Heritage asset and vice-**



Capitalization Data Rules

When Reportability Code Is Other Than Null – The System will not permit you To enter a Capitalization Record

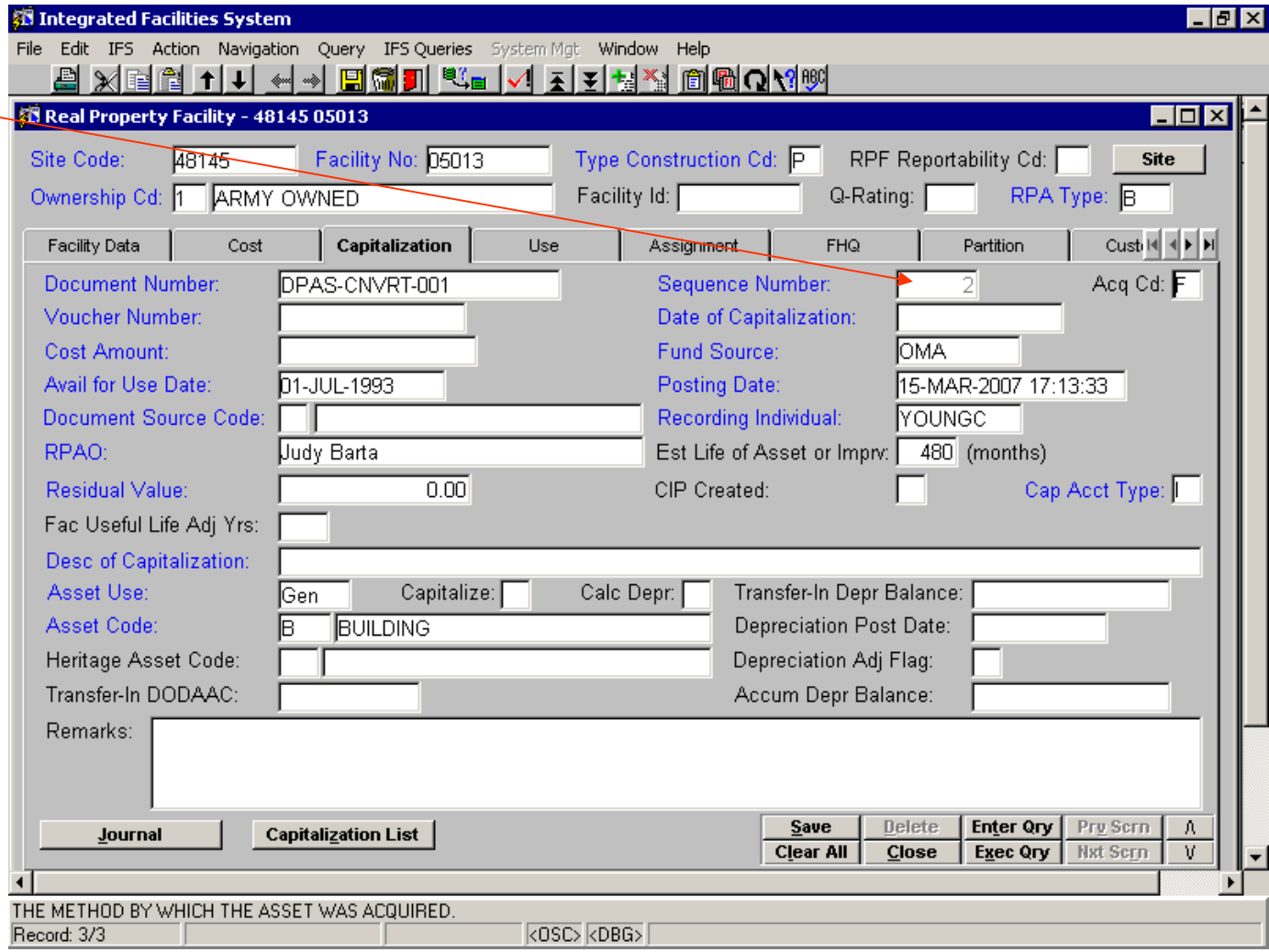
At DPAS Sites, this Requirement is performed differently



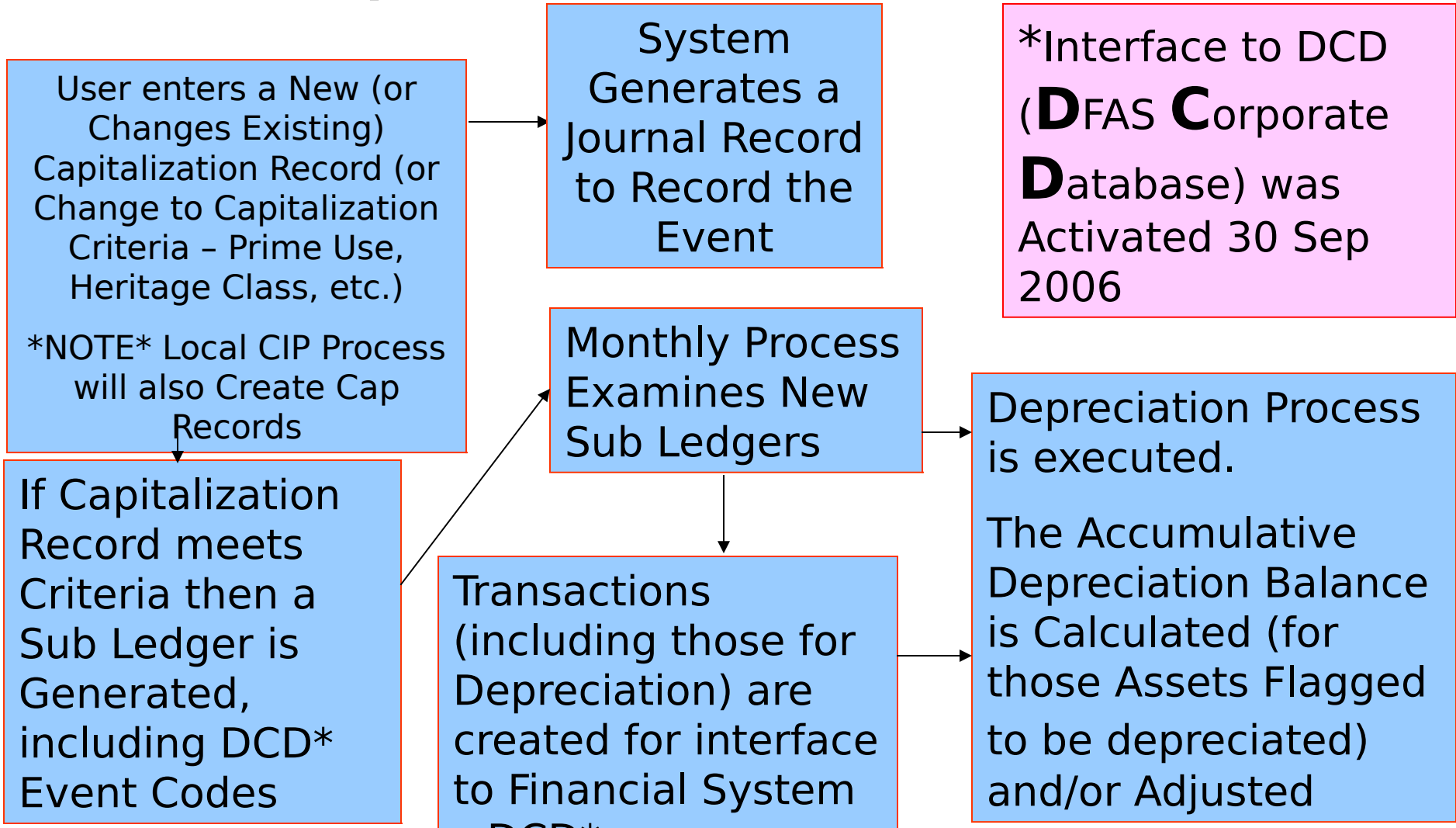
Capitalization Data Rules

System ensures that if a Capitalization Account Record is created with The Same Document Number (different Seq-no) as an existing Capitalization Record That all essential data Available for Use, Est Life, Asset Code, etc. are The same.

NOTE
For DPAS sites, only Estimated Life of Asset or Improvement is Enforced.


Integrated Facilities System
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
Real Property Facility - 48145 05013
Site Code: 48145 Facility No: 05013 Type Construction Cd: P RPF Reportability Cd: Site
Ownership Cd: 1 ARMY OWNED Facility Id: Q-Rating: RPA Type: B
Facility Data Cost Capitalization Use Assignment FHQ Partition Cust
Document Number: DPAS-CNVRT-001 Sequence Number: 2 Acq Cd: F
Voucher Number: Date of Capitalization:
Cost Amount: Fund Source: OMA
Avail for Use Date: 01-JUL-1993 Posting Date: 15-MAR-2007 17:13:33
Document Source Code: Recording Individual: YOUNGC
RPAO: Judy Barta Est Life of Asset or Imprv: 480 (months)
Residual Value: 0.00 CIP Created: Cap Acct Type: I
Fac Useful Life Adj Yrs:
Desc of Capitalization:
Asset Use: Gen Capitalize: Calc Depr: Transfer-In Depr Balance:
Asset Code: B BUILDING Depreciation Post Date:
Heritage Asset Code: Depreciation Adj Flag:
Transfer-In DODAAC: Accum Depr Balance:
Remarks:
Journal Capitalization List
Save Delete Enter Qry Prv Scrn
Clear All Close Exec Qry Nxt Scrn
THE METHOD BY WHICH THE ASSET WAS ACQUIRED.
Record: 3/3 <OSC> <DBG>

Capitalization Process Overview


User enters a New (or Changes Existing) Capitalization Record (or Change to Capitalization Criteria – Prime Use, Heritage Class, etc.)
NOTE Local CIP Process will also Create Cap Records
System Generates a Journal Record to Record the Event
*Interface to DCD (DFAS Corporate Database) was Activated 30 Sep 2006
If Capitalization Record meets Criteria then a Sub Ledger is Generated, including DCD* Event Codes
Monthly Process Examines New Sub Ledgers
Transactions (including those for Depreciation) are created for interface to Financial System – DCD*
Depreciation Process is executed.
The Accumulative Depreciation Balance is Calculated (for those Assets Flagged to be depreciated) and/or Adjusted

Practical Exercise

Capitalization Rules

Practical Exercise Capitalization Rules

1. Using the Real Property Facility Form, select/query Facility Number 05132.
   a. Select the Capitalization Tab
   b. Place your cursor in the Cost Amount Field and change the cost from $404,005.98 to
      $500,000.00 and tab to next field.
   c. What Happened?

   d. Acknowledge the message (clicking OK) and proceed to the Available for Use Date field.
   e. Change the Date from 18 DEC 2001 to 18 DEC 2003 and tab to next field.
   f. What happened?

   g. Now place the cursor in the Estimated Life of Asset or Improvement Field and change
      480 to 240.
   h. What happened?

2. Using the Real Property Facility Form, select/query Facility Number 05020
   a. Select Capitalization Tab – Document Number = IMI ADD
   b. Place Cursor in Asset Code Field .. Can you Change Value?
   c. Why is the Value equal to “S”? If you look at the Use Tab you can see that it is a Multi
      Purpose Facility with Only one Use identified as a Utility and two others as Buildings.

Practical Exercise Capitalization Rules

3. Using the Real Property Facility Form, select/query Facility Number 05128

a. Select Capitalization Tab – Document Number DACA6398D0003
b. Place Cursor in Capitalize Field .. Can you Change Value?
c. Why is the Value equal to “Y”?
d. Place Cursor in Calc Depr Field .. Can you change Value?
e. Why is value equal to “Y”?
f. When was depreciation last computed?
g. Now look at Accum Depr Balance Field .. what does this value represent?

4. Using Real Property Facility Form, using same Facility Number 05128

a. Select Capitalization Tab.
b. Choose Insert Record F4, Toolbar, etc.
c. Enter:

i. Document Number:	RPS2007TRAIN001
ii. Acquisition Code:	A
iii. Voucher Number:	TRAIN-PE
iv. Date of Capitalization:	30 JUN 2005
v. Cost Amount:	400,000
vi. Fund Source	OMA
vii. Avail for Use Date:	15 JUN 2005
viii. Document Source:	A
ix. Residual Value:	100,000

What Happened?

Practical Exercise Capitalization Rules

Continuing entry of Capitalization Record for Facility 05128

x. Leave Fac Useful Life Adj Yrs Blank and tab thru field.
What Happened? WHY?

xi. Enter 5 in Fac Useful Life Adj Yrs.
xii. Descr of Capitalization: RPS-2007 TRAINING Practical Exercise
xiii Save Record. What Happened?

xiv. Enter value (your choice) in indicated field.
xv. Save Record. What Happened?

xvi. Enter value (your choice) in indicated field.
xvii. Save record. What happened?

5. Using the Real Property Facility Form, select/query Facility Number 00305
a. Select the Capitalization Tab.
b. Choose Document Number H-TEST-05
c. Enter $150,000 in Cost Amount and tab to next field
d. What Happened?

6. Using the Real Property Facility Form, select/query Facility Number 01225
a. Select the Capitalization Tab.
b. Enter a Document Number of TRAIN02
c. What Happened? Why?

Practical Exercise Capitalization Rules

7. Using the Real Property Facility Form, select/query Facility Number 06254

a. Select the Capitalization Tab
b. Locate Document Number 48145LA000027J
c. Enter Voucher Number RPS2007TRNG
d. What Happened? And Why?

8. Using the Real Property Facility Form, select/query Facility Number 05113

a. Select the Capitalization Tab
b. Locate Document Number 48145LA000027J
c. Enter Voucher Number RPS2007TRNG
d. What happened?

e. Acknowledge message and click OK
f. Press the SAVE button. What Happened?

g. Enter Date of Capitalization and press SAVE button. What happened?

h. Change the Cost Amount from $150,000 to $200,000. What Happened? And Why?

Practical Exercise Capitalization Rules

9. Using the Real Property Facility Form, select/query Facility Number 05128

a. Select the Capitalization Tab
b. Locate Document Number 48145LA000027J
c. Change Cost from $550,000 to $200,000 and tab through field. What Happened?

d. Why do you think it allows you to update cost on a CIP created Capitalization record?

IFS Real Property Functionality

Grants

- Adding Grant/Lease Records
- Linking Grant/Lease Records to Facilities
- Changing Grant Instrument Number

Note: All inleases must be in USACE RFMIS system to be funded.

Grants

Depending on data entered, additional fields are applicable eg. If Type Instrument is an In-lease, then In-Grant Authority Type is required.

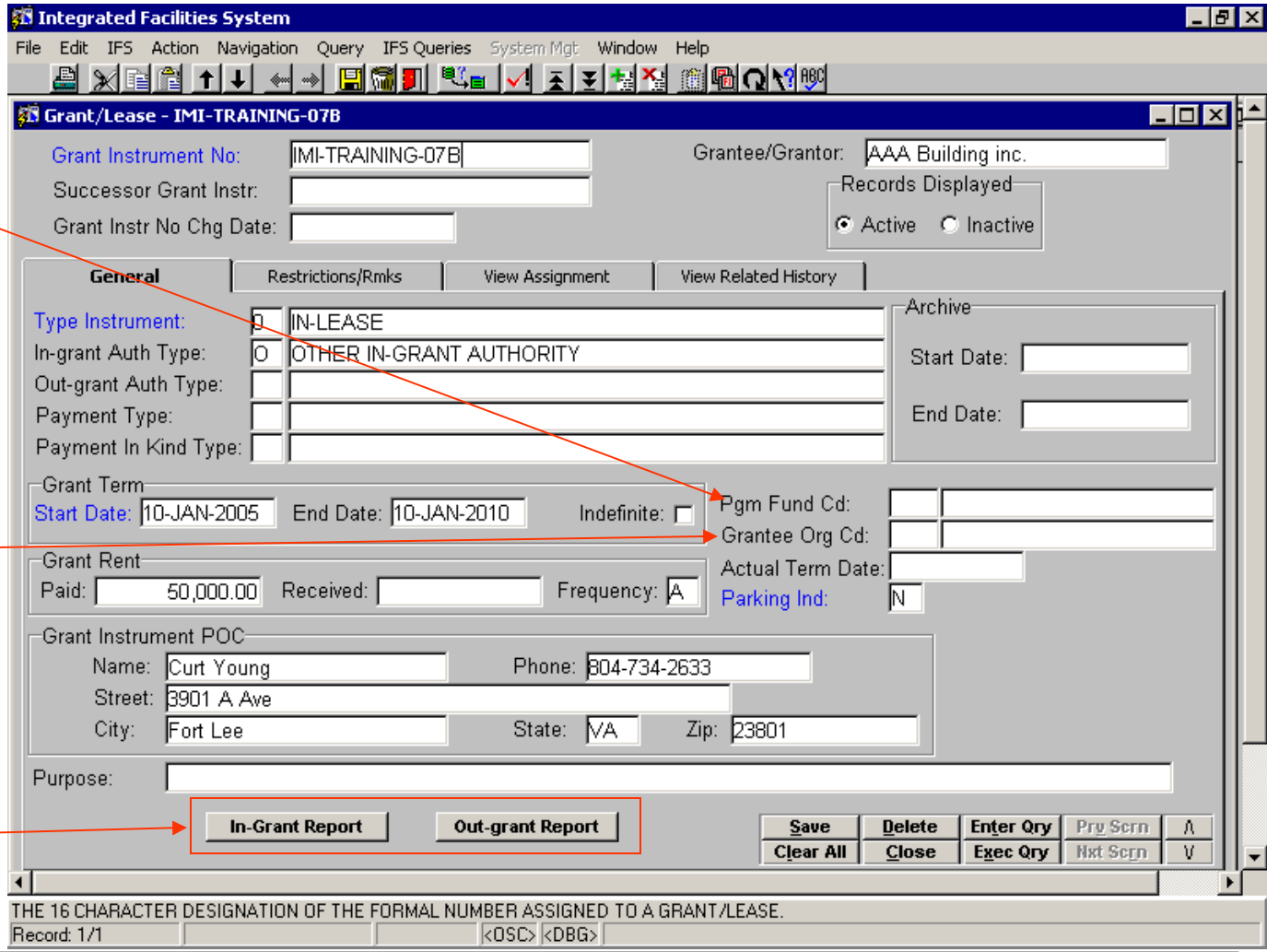
NEW SCP 18

Grant Program Fund Code

Value entered must exist on the OSD Fund table. The related OSD Fund Description from the OSD Fund table is displayed.

Grantee Organization Code

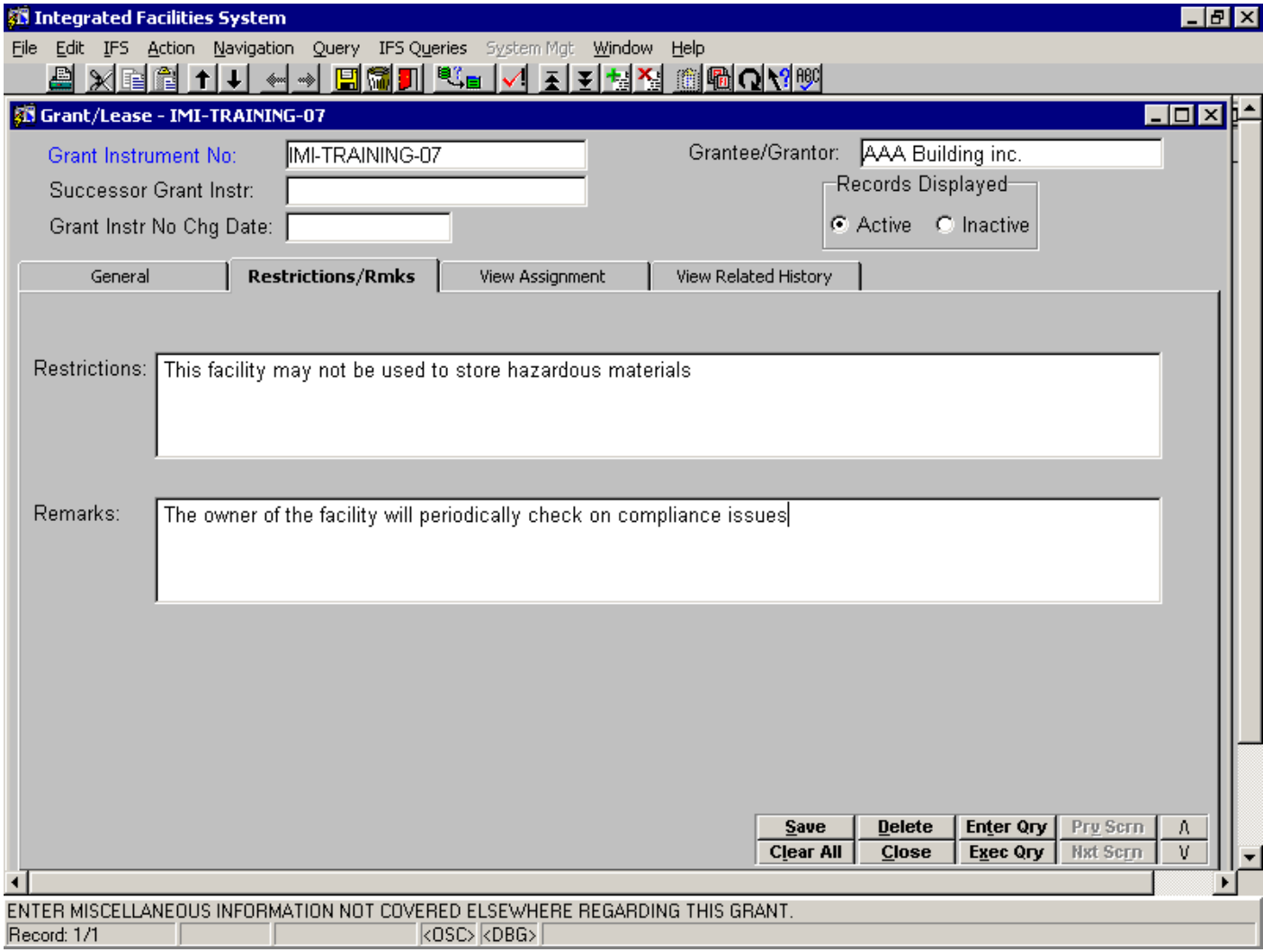
Value entered must exist on the Org table. The related Org Name from the Org table



Grants

Restrictions/Rmks

Tab

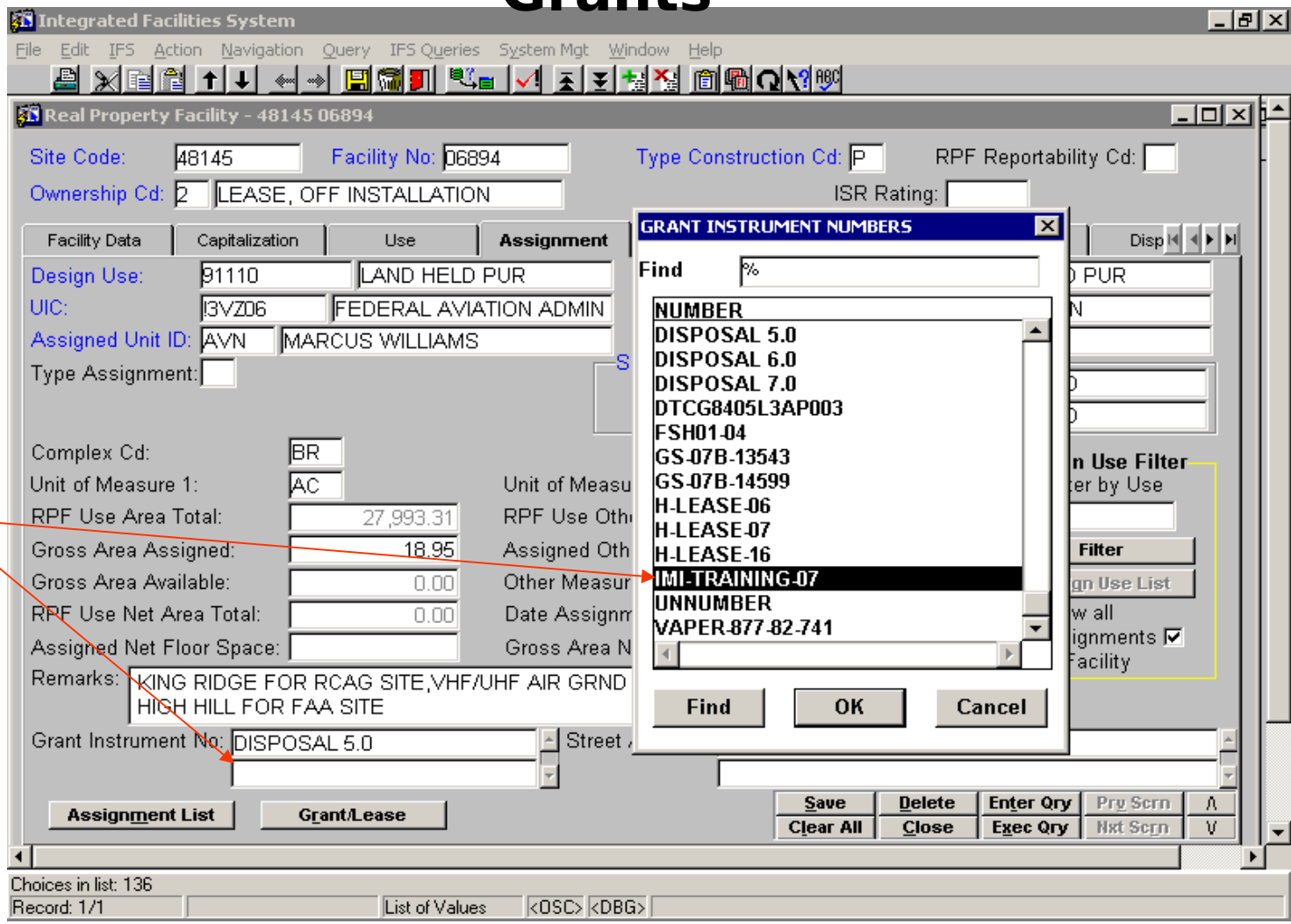

Integrated Facilities System
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
Grant/Lease - IMI-TRAINING-07
Grant Instrument No: IMI-TRAINING-07
Successor Grant Instr:
Grant Instr No Chg Date:
Grantee/Grantor: AAA Building inc.
Records Displayed
Active Inactive
General
Restrictions/Rmks
View Assignment
View Related History
Restrictions: This facility may not be used to store hazardous materials
Remarks: The owner of the facility will periodically check on compliance issues
Save Delete Enter Qry Prv Scrn
Clear All Close Exec Qry Nxt Scrn
ENTER MISCELLANEOUS INFORMATION NOT COVERED ELSEWHERE REGARDING THIS GRANT.
Record: 1/1
<OSC> <DBG>

Grants

Linking Grant/Lease Records to Facility Assignments

Once the Lease is established, you may then establish the New Leased Facility (or retrieve an Existing Facility).

Then place cursor in Grant Instrument Number Field on Assignment Tab, press F11 (list of values) Key, select applicable Grant Instrument Number and save record

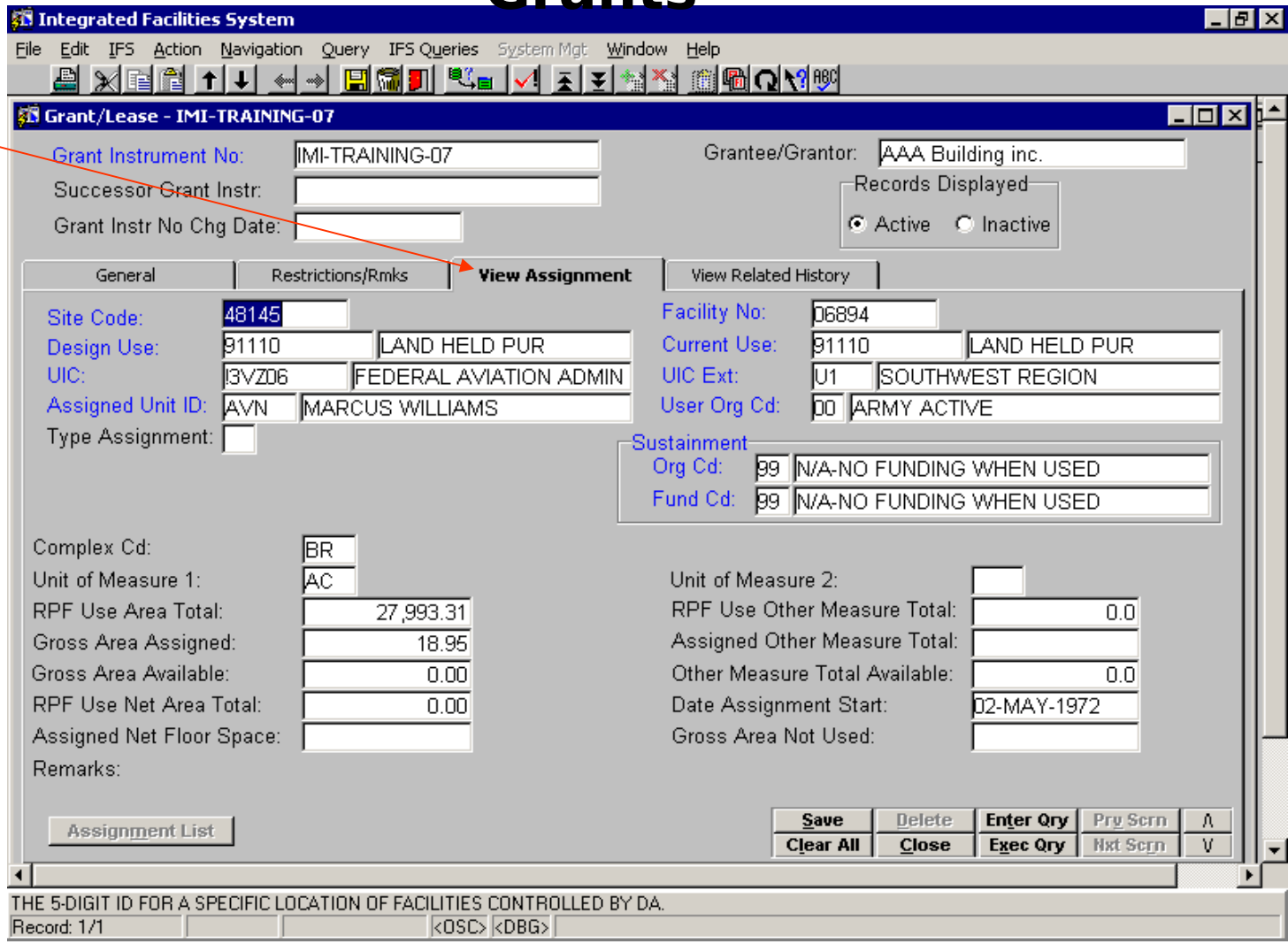


Grants

View Assignment Tab

Once the Grant Lease has been Linked to the applicable Assignments, then this Tab Displays ALL Facility Assignments linked to the Lease.

This TAB is Display Only. If changes need to be made to Assignment then you must select the Facility, RPF Use, or

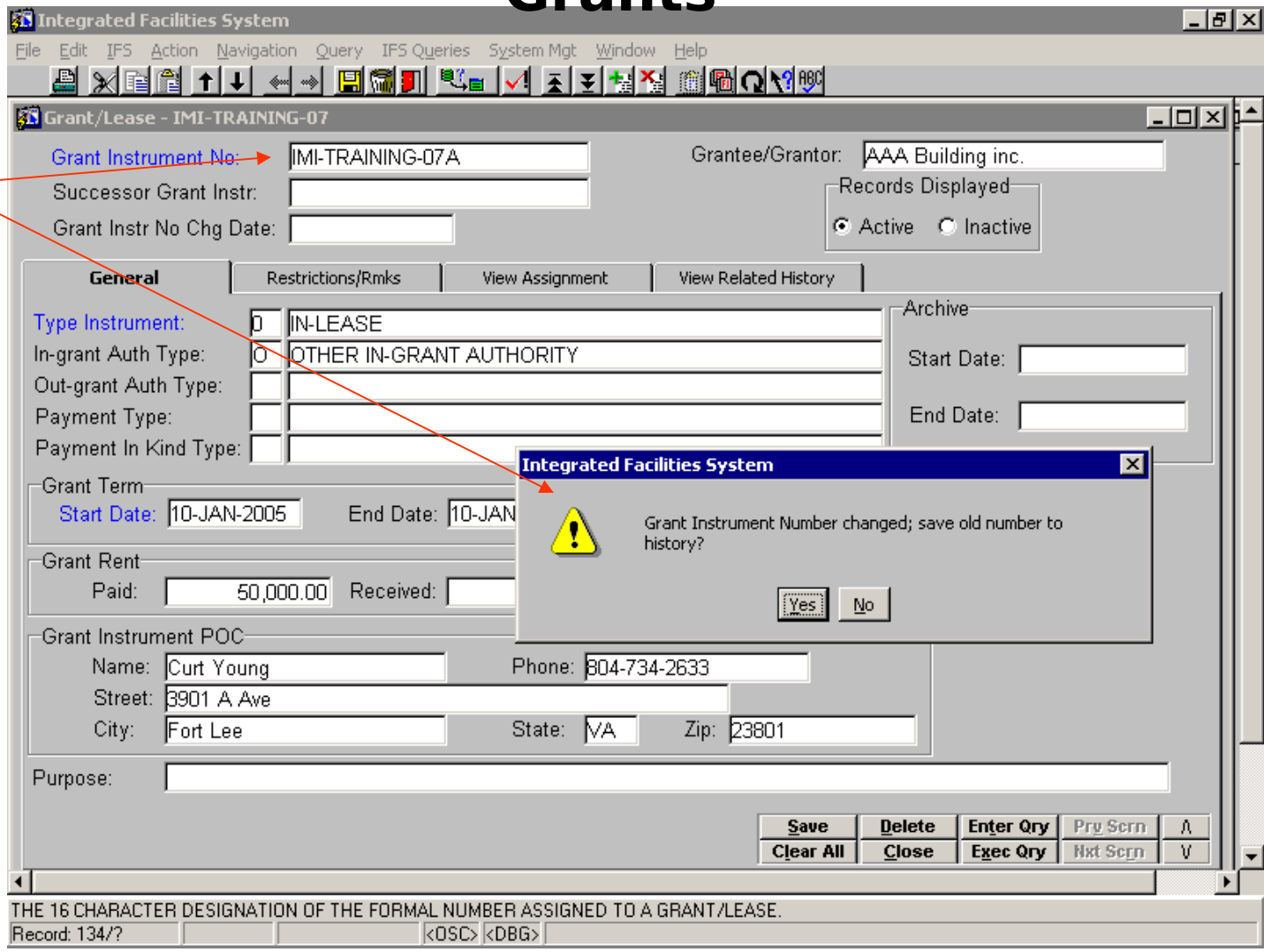

Integrated Facilities System
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
Grant/Lease - IMI-TRAINING-07
Grant Instrument No: IMI-TRAINING-07
Grantee/Grantor: AAA Building inc.
Successor Grant Instr:
Grant Instr No Chg Date:
Records Displayed
Active Inactive
General
Restrictions/Rmks
View Assignment
View Related History
Site Code: 48145
Facility No: 06894
Design Use: 91110 LAND HELD PUR
Current Use: 91110 LAND HELD PUR
UIC: I3VZ06 FEDERAL AVIATION ADMIN
UIC Ext: U1 SOUTHWEST REGION
Assigned Unit ID: AVN MARCUS WILLIAMS
User Org Cd: 00 ARMY ACTIVE
Type Assignment:
Sustainment
Org Cd: 99 N/A-NO FUNDING WHEN USED
Fund Cd: 99 N/A-NO FUNDING WHEN USED
Complex Cd: BR
Unit of Measure 1: AC
Unit of Measure 2:
RPF Use Area Total: 27,993.31
RPF Use Other Measure Total: 0.0
Gross Area Assigned: 18.95
Assigned Other Measure Total:
Gross Area Available: 0.00
Other Measure Total Available: 0.0
RPF Use Net Area Total: 0.00
Date Assignment Start: 02-MAY-1972
Assigned Net Floor Space:
Gross Area Not Used:
Remarks:
Assignment List
Save Delete Enter Qry Prv Scrn
Clear All Close Exec Qry Nxt Scrn
THE 5-DIGIT ID FOR A SPECIFIC LOCATION OF FACILITIES CONTROLLED BY DA.
Record: 1/1 <OSC> <DBG>

Grants

Changing Grant/Lease Instrument Number

To change the Grant Instrument Number, you need only Overlay the existing Value with the New Value.

If you wish to save the Old Number for Reference, then accept the

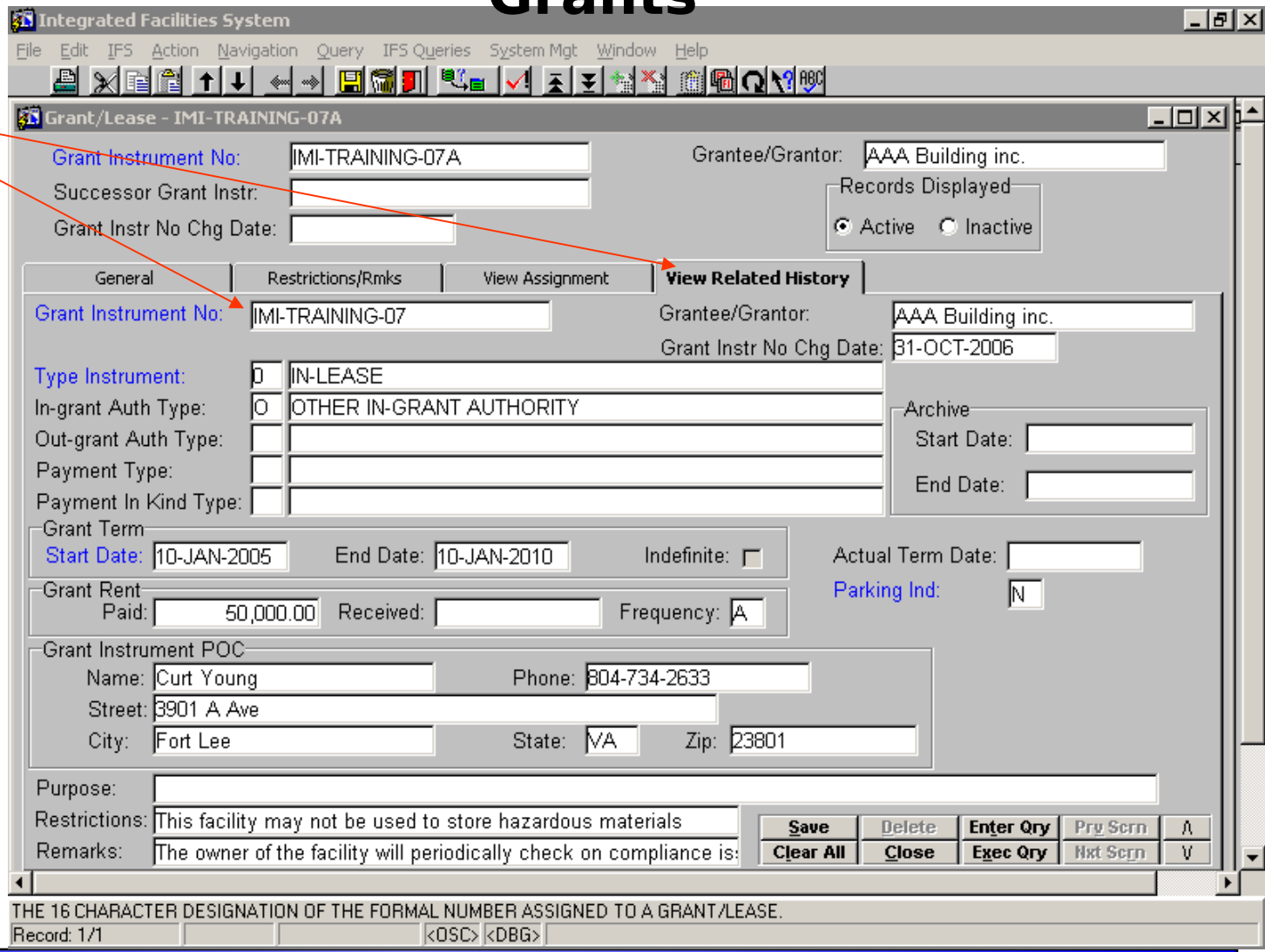


Grants

Changing Grant/Lease Instrument Number

View Related History Tab

Once you have changed and saved the New Grant Instrument Number, you may select this Tab to view Data on the Past Grant/Lease related records.
NOTE – System Saves only One (1) Previous Record

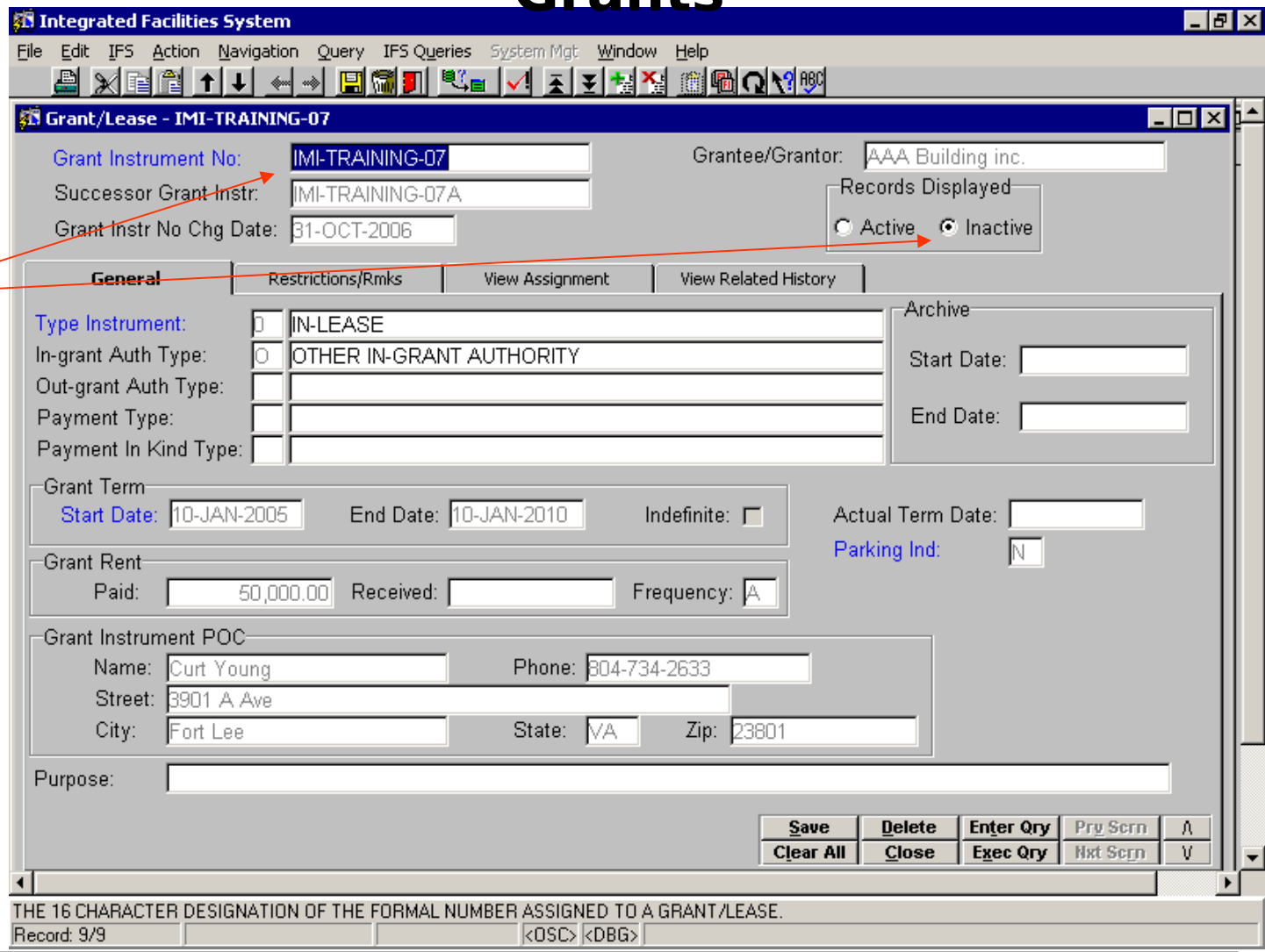


Grants

Changing Grant/Lease Instrument Number

System Moves The Old Number to Inactive and Displays the Successor Number

NOTE – System Saves only One (1) Previous Record



Practical Exercise

Grants

Practical Exercise Grants

1. Complete a Grant Lease screen/form (select from the Drop-Down Menu) for an out-grant to the American Red Cross.
   - a. Grant Instrument Number: RPS2007-PE
   - b. Grantee/Grantor: American Red Cross
   - c. Type Instrument: 1 (Out-lease)
   - d. Out-grant Auth Type: O (Other PL2667)
   - e. Start Date: 08 JAN 2007
   - f. End Date: 07 JAN 2009
   - g. Program Fund Code 01
   - h. Grantee Org Code 00
   - i. Save Record

2. Now that you have established a Grant Record you need to associate it to a specific Facility Assignment.
   - a. Using the Drop-Down Menu select the Real Property Facility Screen/Form. After placing Form in Query Mode, enter Site Code 48265 and Facility Number 00016 and Execute Query. Then select the Assignment Tab.
   - b. You must change the assignment for that facility – which had been assigned to UIC W0G0AA (FIFTH Army) UIC Ext 01 (COMMANDER) - to UIC #3VZ01 (AMERICAN RED CROSS), UIC Ext 00 (IMI2007).
   - c. You should also change the Current Use Category Code from 61050 (ADMIN GEN PURP) to 61070 (RED CROSS BLDG).
   - d. Go ahead and Save the Changes.

Practical Exercise Grants

3. Now you need to associate the changed Assignment to the Grant/Lease we created above.

    a. How do you do it?

    b. Do it.

4. Your permit for number DACA63-1-01-0515_has been renewed for 10 years. All data with the exception of the start and end dates (enter dates as appropriate to extend by 10 years) will remain the same. You can now overlay the Grant Instrument Number for this permit with th new number DACA63-1-01-RPS. Save the Record.

Now Query on the old number.

    a. How do you do this?

Practical Exercise Grants

5. Perform Query: You need to know quickly, the number of "Out-Leases" you have recorded in IFS.
Use the Grant/Lease screen to determine this.

a. How many Out-Leases will the query retrieve?

b. How did you do it?

6. Perform Query: You need to know quickly, the number of "In-Leases" with a Grant Start Date
Prior to 1 JAN 2000 that you have recorded in IFS. Use the Grant/Lease screen to determine
this.

a. How Many In-Leases will be retrieved?

b. How did you do it?

Real Property Disposals

IFS Real Property Functionality

Facility Disposal

- Essential Data-Data Dependencies
- Correcting Erroneous Data
- Privatizing Facilities

General Disposal Business Rules

- Planned Disposition Code, Year Disposal Planned, Estimated Cost and Disposal Fund Type Code (IF Planned Disposition Code NOT = 'Y‘ (Turnover to Host Nation)) must be entered first. If **one** of the four is entered, **all** must be entered.

- Date Disposal Submitted, Method Of Disposal Code, Project Number AND Date Disposal Planned cannot be entered until the four (4) data elements above have been entered.

General Disposal Business Rules

- **SALE AMOUNT** - Mandatory if MOD = ‘D’ or ‘E’ (Sale in-house or by District Contract) and Planned Disposition does not = BRAC

- **TRANSFER OUT DODAAC -** Mandatory if MOD is ‘J’ or ‘K’ (sale or transfer to other federal agencies) At DPAS Sites, this Requirement is performed differently

- **METHOD OF DISPOSAL CODE -** Mandatory Once Date Disposal Approved Is Entered

- **DATE DISPOSAL APPROVED -** HALTS Depreciation for all Facilities. Cannot Be Entered Until Other Mandatory Data Entered

General Disposal Business Rules

- **FY Disposal Funded** Allowed If Date Disposal Approved Exists
- **DATE DISPOSAL START** Allowed if FY Disposal Funded exists and the Facility Activation Status Code has first position = “I” (Inactive).
- **Date Disposal Completed** Allowed if Date Disposal Start exists
- **Date Dropped From Inventory** Allowed if Date Disposal Completed exists

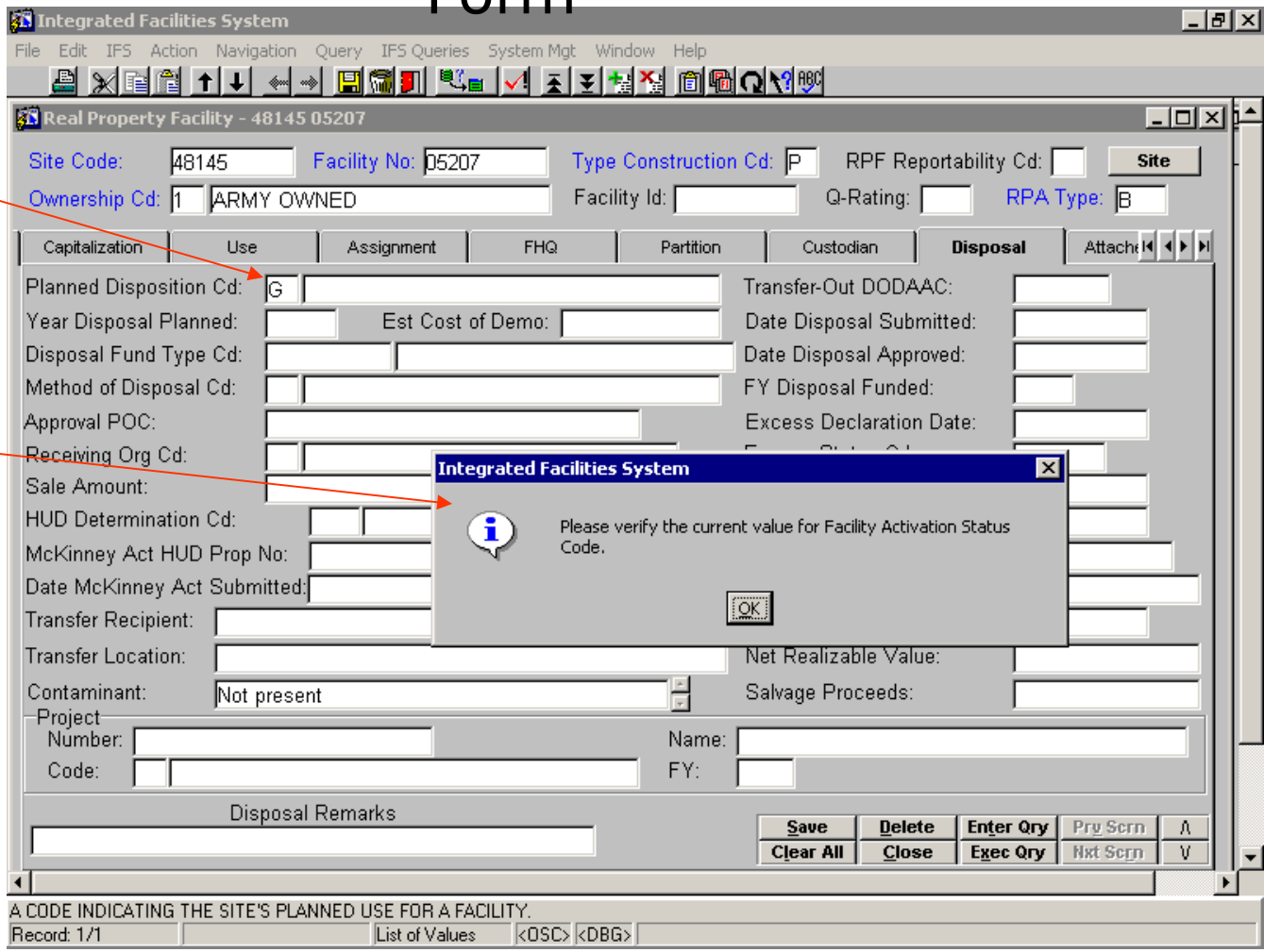
NOTE - See IFS Help (Disposal Tab of Real Property Facility Form for complete set of rules)

Disposal Form

The **Planned Disposition Code** is located on the Disposal Tab . There are No Partial Disposals (One Disposal Record per Facility).

When first entered you will receive message to check Facility Activation Status Code, since facility must be ultimately be inactive to complete the disposal

NOTE - Inactive Planned Disposition Codes (inactive codes (see Glossary to Identify these) may still appear on pre-existing records, but may not be added to records)


Integrated Facilities System
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
Real Property Facility - 48145 05207
Site Code: 48145 Facility No: 05207 Type Construction Cd: P RPF Reportability Cd: Site
Ownership Cd: 1 ARMY OWNED Facility Id: Q-Rating: RPA Type: B
Capitalization Use Assignment FHQ Partition Custodian Disposal Attache
Planned Disposition Cd: G
Year Disposal Planned: Est Cost of Demo:
Disposal Fund Type Cd:
Method of Disposal Cd:
Approval POC:
Receiving Org Cd:
Sale Amount:
HUD Determination Cd:
McKinney Act HUD Prop No:
Date McKinney Act Submitted:
Transfer Recipient:
Transfer Location:
Contaminant: Not present
Transfer-Out DODAAC:
Date Disposal Submitted:
Date Disposal Approved:
FY Disposal Funded:
Excess Declaration Date:
Net Realizable Value:
Salvage Proceeds:
Project
Number:
Code:
Name:
FY:
Disposal Remarks
Save Delete Enter Qry Prv Scrn
Clear All Close Exec Qry Nxt Scrn
Integrated Facilities System
Please verify the current value for Facility Activation Status Code.
OK
A CODE INDICATING THE SITE'S PLANNED USE FOR A FACILITY.
Record: 1/1 List of Values <OSC> <DBG>

Disposal Form

If **Method of Disposal Code** =

D - Sale in House

E - Sale by District Engineer

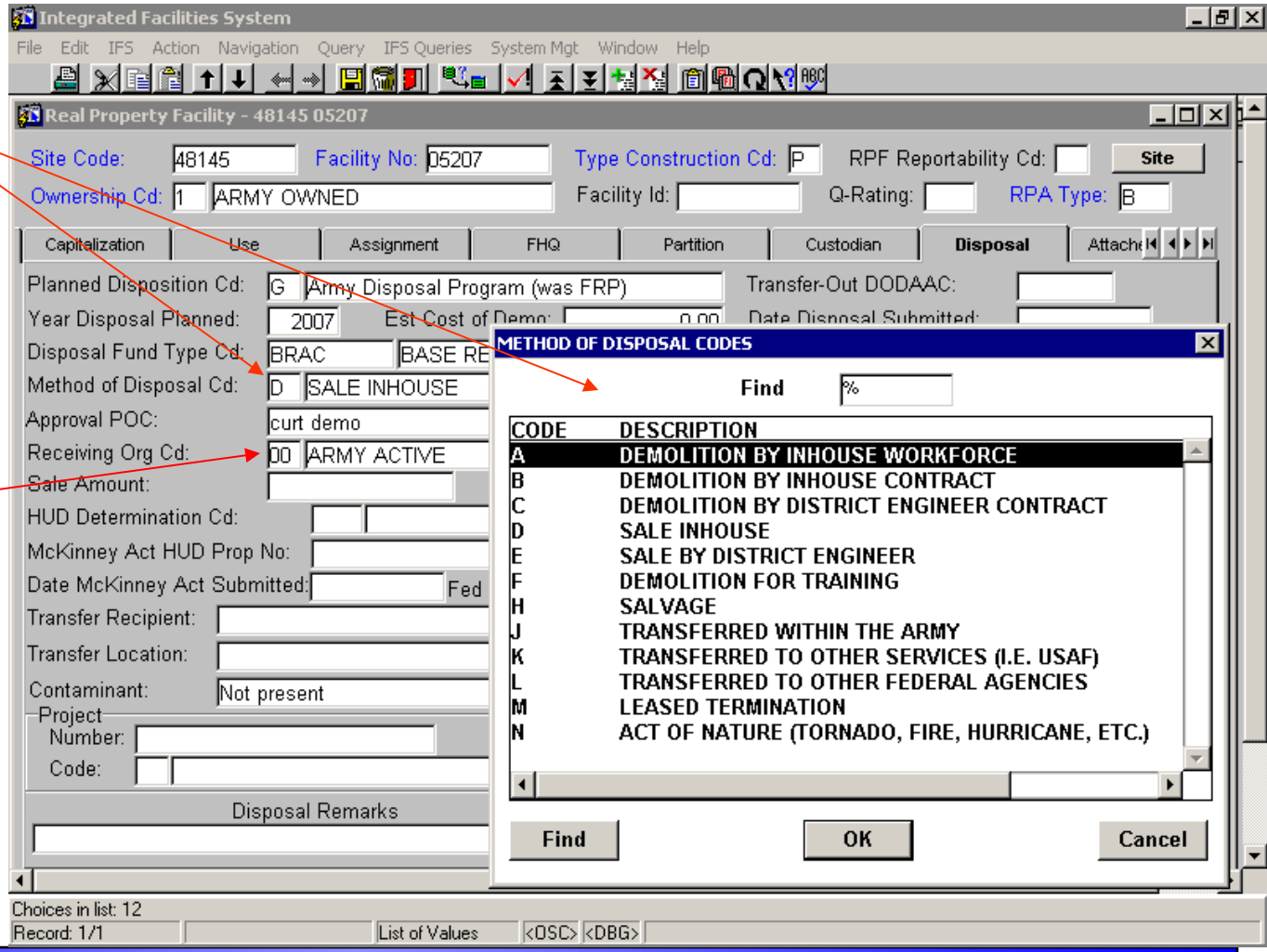
J - Transferred within Army

K - Transferred to Other Services

L – Transferred to Other Federal Agencies

Then **Receiving Organization Code** is Mandatory

System will default when entering to R**eplacement** Org Code



Disposal Form

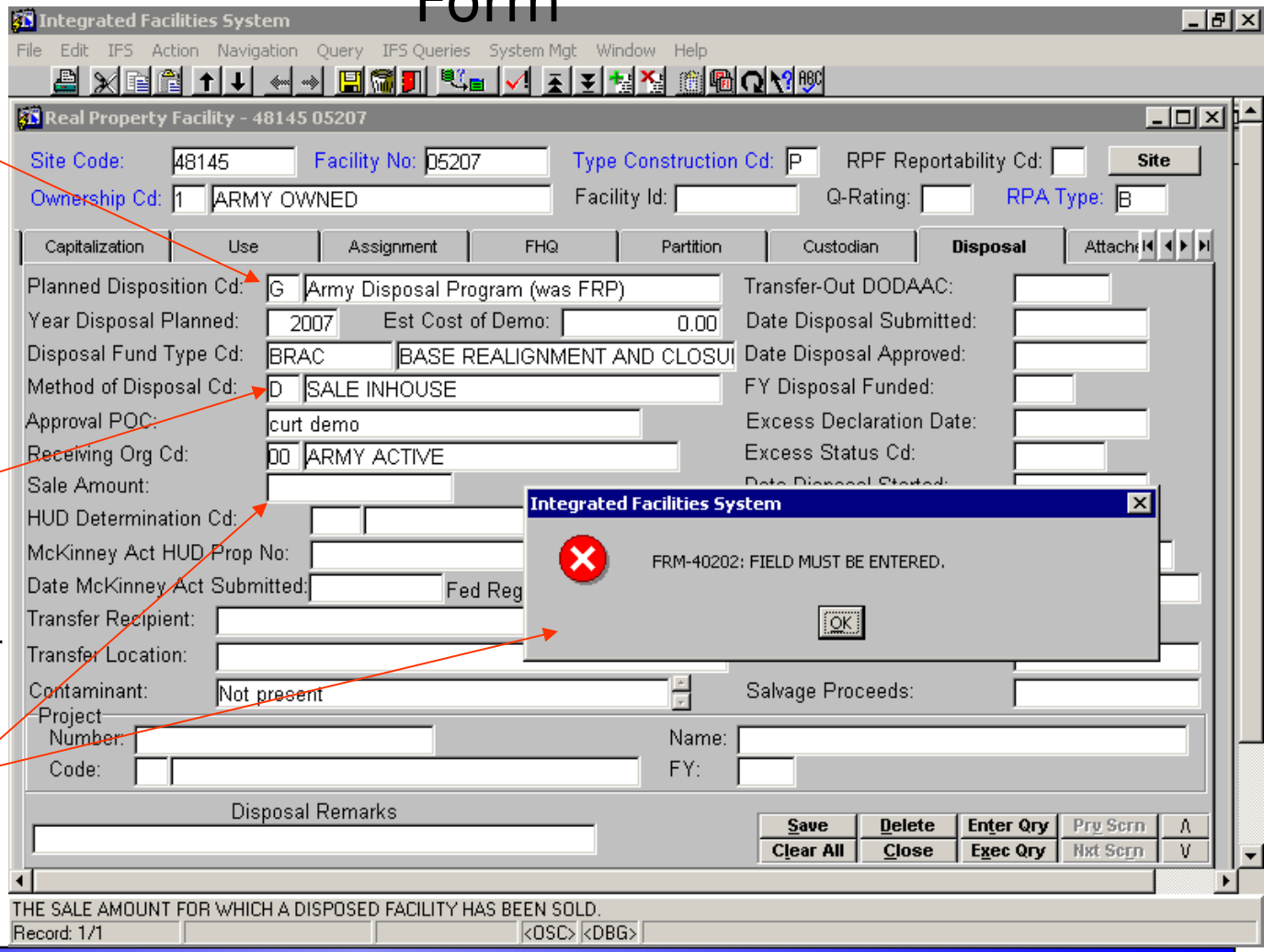
If the **Planned Disposition Code** is **not** Equal to:

K – BRAC I Disposal
L - BRAC 91 Disposal
M – BRAC 93 Disposal
N – BRAC 95 Disposal
V – BRAC 2005 Disposal

And The **Method of Disposal** Equals:

D – Sale In House
E – Sale by District Engineer

Then the **Sale Amount** is Mandatory (Zero (0) is acceptable value)


Integrated Facilities System
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
Real Property Facility - 48145 05207
Site Code: 48145 Facility No: 05207 Type Construction Cd: P RPF Reportability Cd: Site
Ownership Cd: 1 ARMY OWNED Facility Id: Q-Rating: RPA Type: B
Capitalization Use Assignment FHQ Partition Custodian Disposal Attachr
Planned Disposition Cd: G Army Disposal Program (was FRP)
Year Disposal Planned: 2007 Est Cost of Demo: 0.00
Disposal Fund Type Cd: BRAC BASE REALIGNMENT AND CLOSUI
Method of Disposal Cd: D SALE INHOUSE
Approval POC: curt demo
Receiving Org Cd: 00 ARMY ACTIVE
Sale Amount:
HUD Determination Cd:
McKinney Act HUD Prop No:
Date McKinney Act Submitted: Fed Reg
Transfer Recipient:
Transfer Location:
Contaminant: Not present
Transfer-Out DODAAC:
Date Disposal Submitted:
Date Disposal Approved:
FY Disposal Funded:
Excess Declaration Date:
Excess Status Cd:
Salvage Proceeds:
Project Number: Name:
Code: FY:
Disposal Remarks
Save Delete Enter Qry Prv Scrn
Clear All Close Exec Qry Nxt Scrn
Integrated Facilities System
FRM-40202: FIELD MUST BE ENTERED.
OK
THE SALE AMOUNT FOR WHICH A DISPOSED FACILITY HAS BEEN SOLD.
Record: 1/1 <OSC> <DBG>

Disposal Form

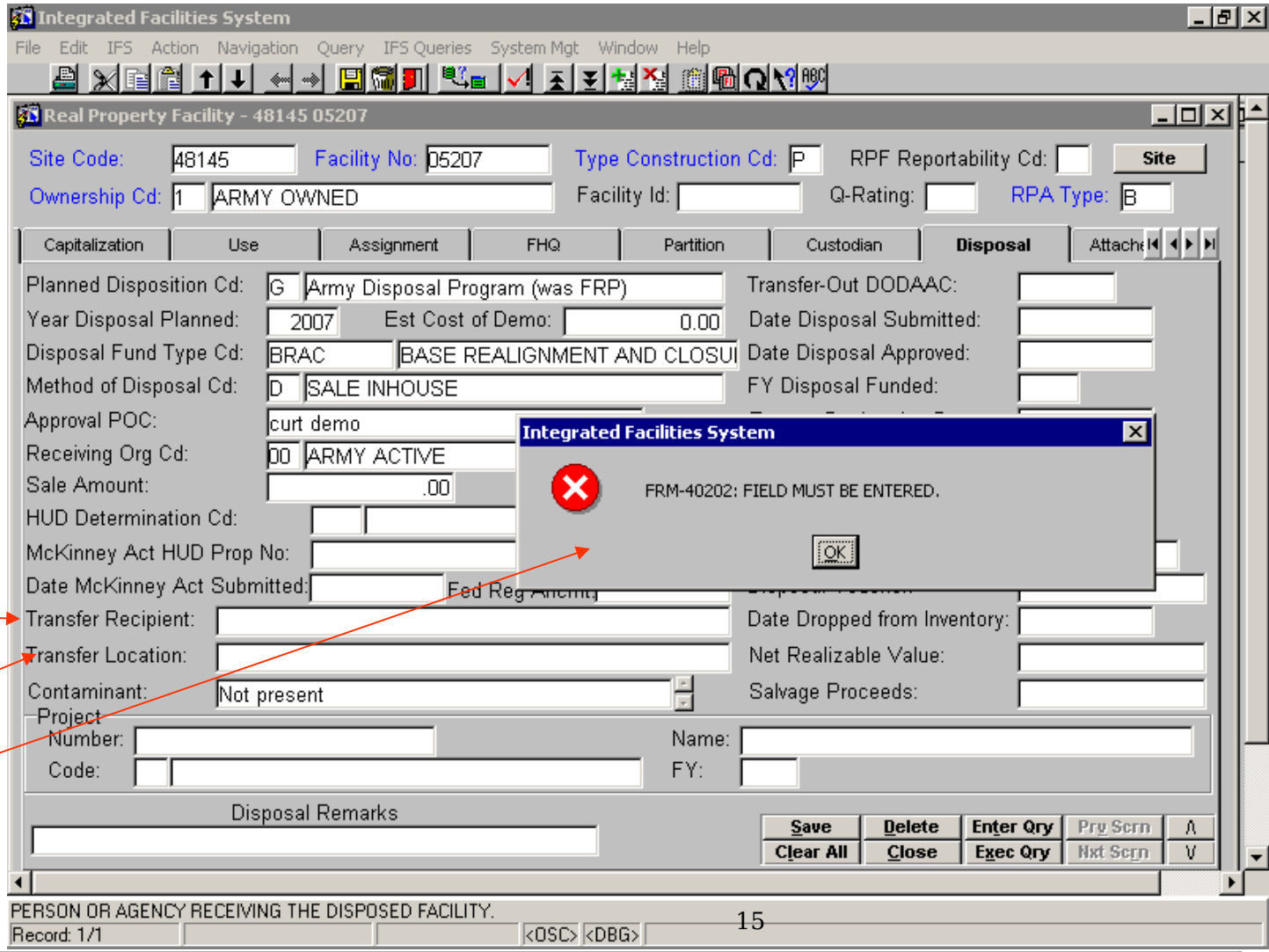
If the **Method of Disposal** Equals:

D – Sale in-House
E – Sale by District Engineer
L – Transferred to Other Federal Agencies

Then:

Transfer Recipient
And
Transfer Location

Are Mandatory



Disposal Form

If the **Method of Disposal** Equals:

J – Transferred Within the Army

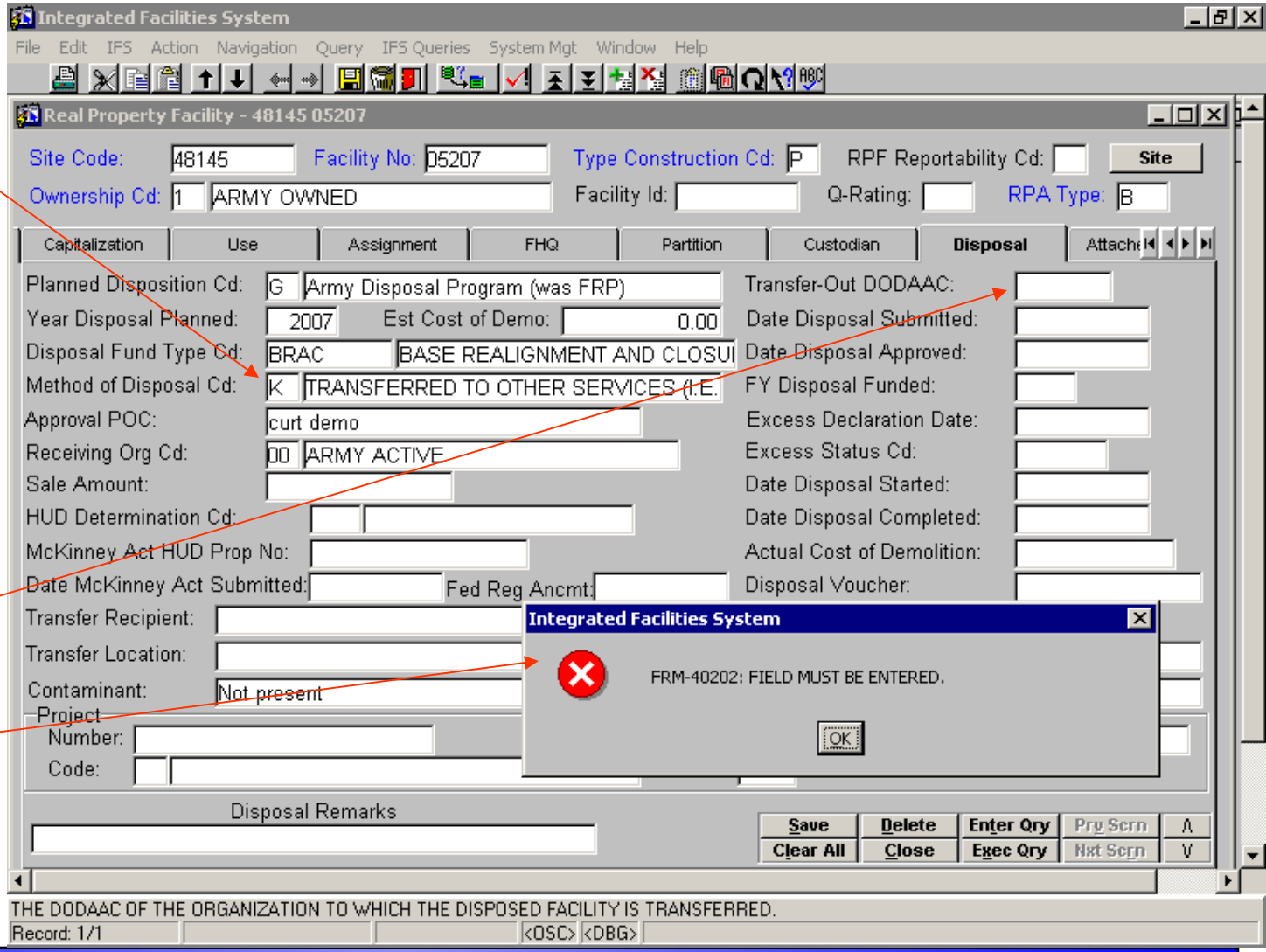
K – Transferred to Other Services (IE USAF)

Then:

Transfer-Out DODAAC

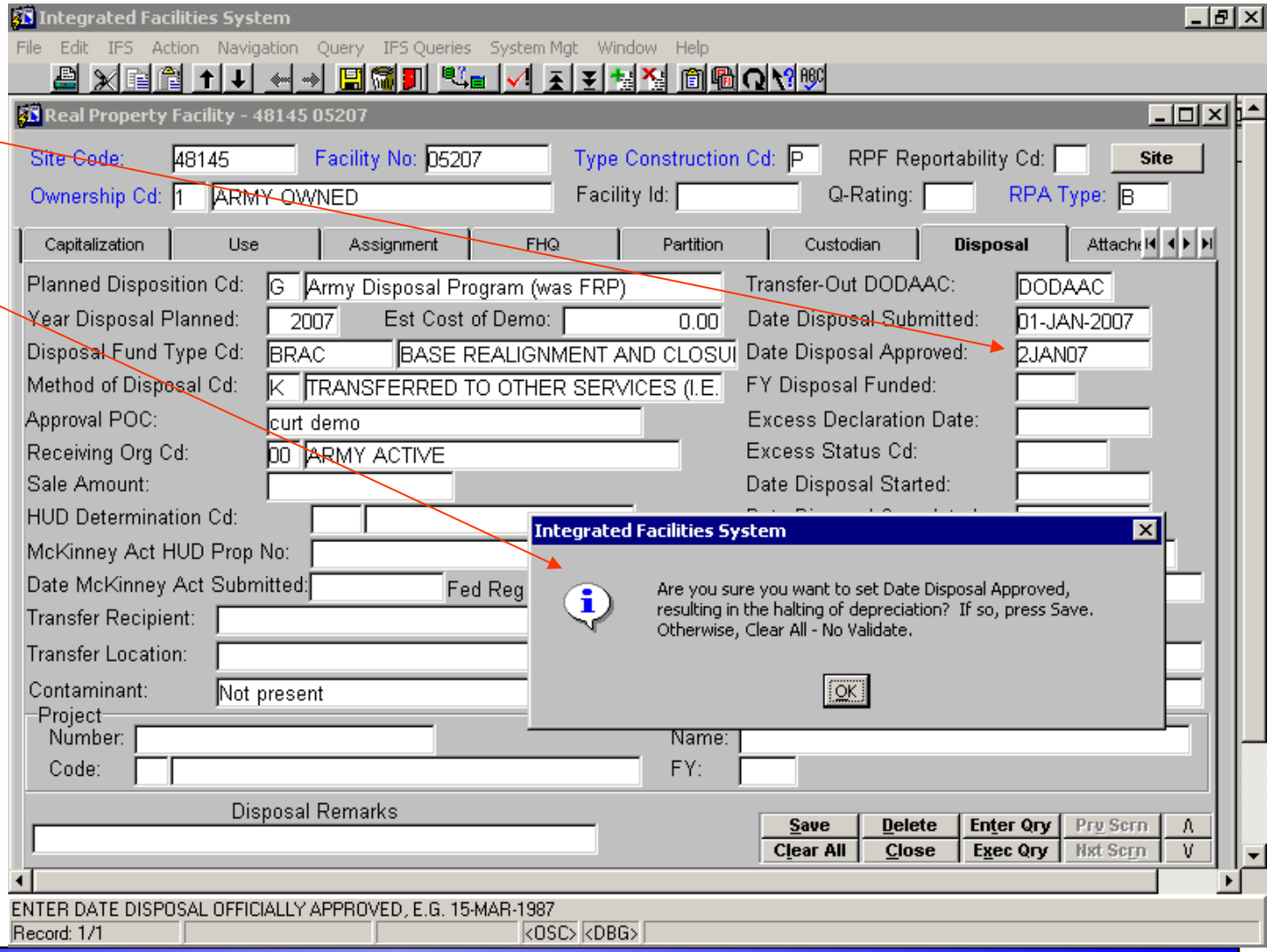
is Mandatory

At DPAS Sites, this Requirement is performed differently



Disposal Form

When you enter the **Date Disposal Approved**, the system will respond with a message reminding you that Depreciation will be Stopped (will no longer send depreciation transactions to the DFAS Corporate Database (DCD)) once you save the date.


Integrated Facilities System
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
Real Property Facility - 48145 05207
Site Code: 48145
Facility No: 05207
Type Construction Cd: P
RPF Reportability Cd:
Site
Ownership Cd: 1 ARMY OWNED
Facility Id:
Q-Rating:
RPA Type: B
Capitalization Use Assignment FHQ Partition Custodian Disposal Attache
Planned Disposition Cd: G Army Disposal Program (was FRP)
Year Disposal Planned: 2007
Est Cost of Demo: 0.00
Disposal Fund Type Cd: BRAC BASE REALIGNMENT AND CLOSUI
Method of Disposal Cd: K TRANSFERRED TO OTHER SERVICES (I.E.
Approval POC: curt demo
Receiving Org Cd: 00 ARMY ACTIVE
Sale Amount:
HUD Determination Cd:
McKinney Act HUD Prop No:
Date McKinney Act Submitted:
Fed Reg
Transfer Recipient:
Transfer Location:
Contaminant: Not present
Transfer-Out DODAAC: DODAAC
Date Disposal Submitted: 01-JAN-2007
Date Disposal Approved: 2JAN07
FY Disposal Funded:
Excess Declaration Date:
Excess Status Cd:
Date Disposal Started:
Integrated Facilities System
Are you sure you want to set Date Disposal Approved, resulting in the halting of depreciation? If so, press Save. Otherwise, Clear All - No Validate.
OK
Project
Number:
Code:
Name:
FY:
Disposal Remarks
Save Delete Enter Qry Prv Scrn
Clear All Close Exec Qry Nxt Scrn
ENTER DATE DISPOSAL OFFICIALLY APPROVED, E.G. 15-MAR-1987
Record: 1/1
<OSC> <DBG>

NEW SCP 18

Excess Declaration Date

has been moved after FY Disposal Funded on the Disposal tab. Edits on Excess Declaration Date are now as follows:

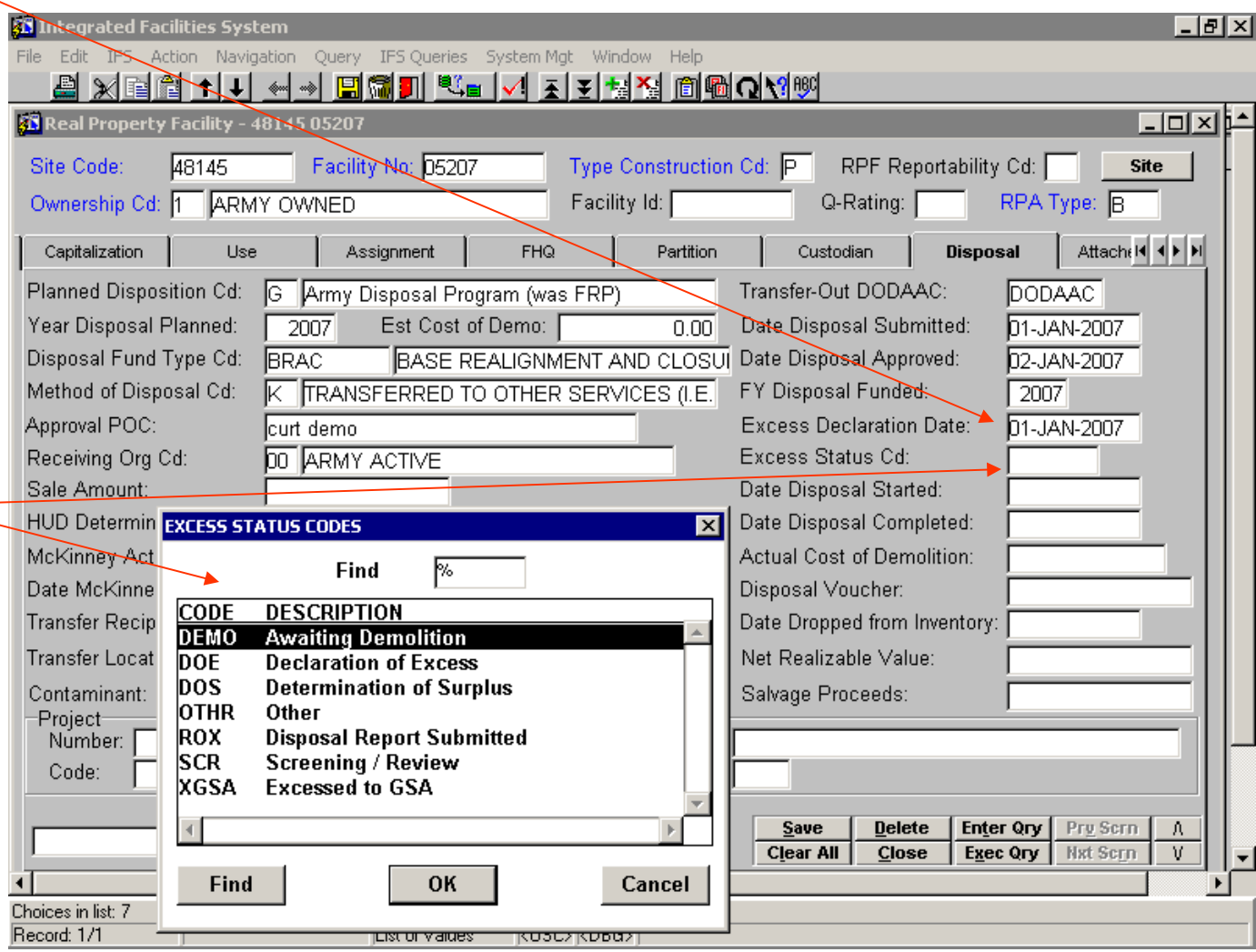
Field is required if Facility Activation Status Code = 'IE' or 'AE'; otherwise, field is optional.

Excess Status Code

New conditional field has been added.

Field is required if Excess Declaration Date exists

Disposal Form



Disposal Form

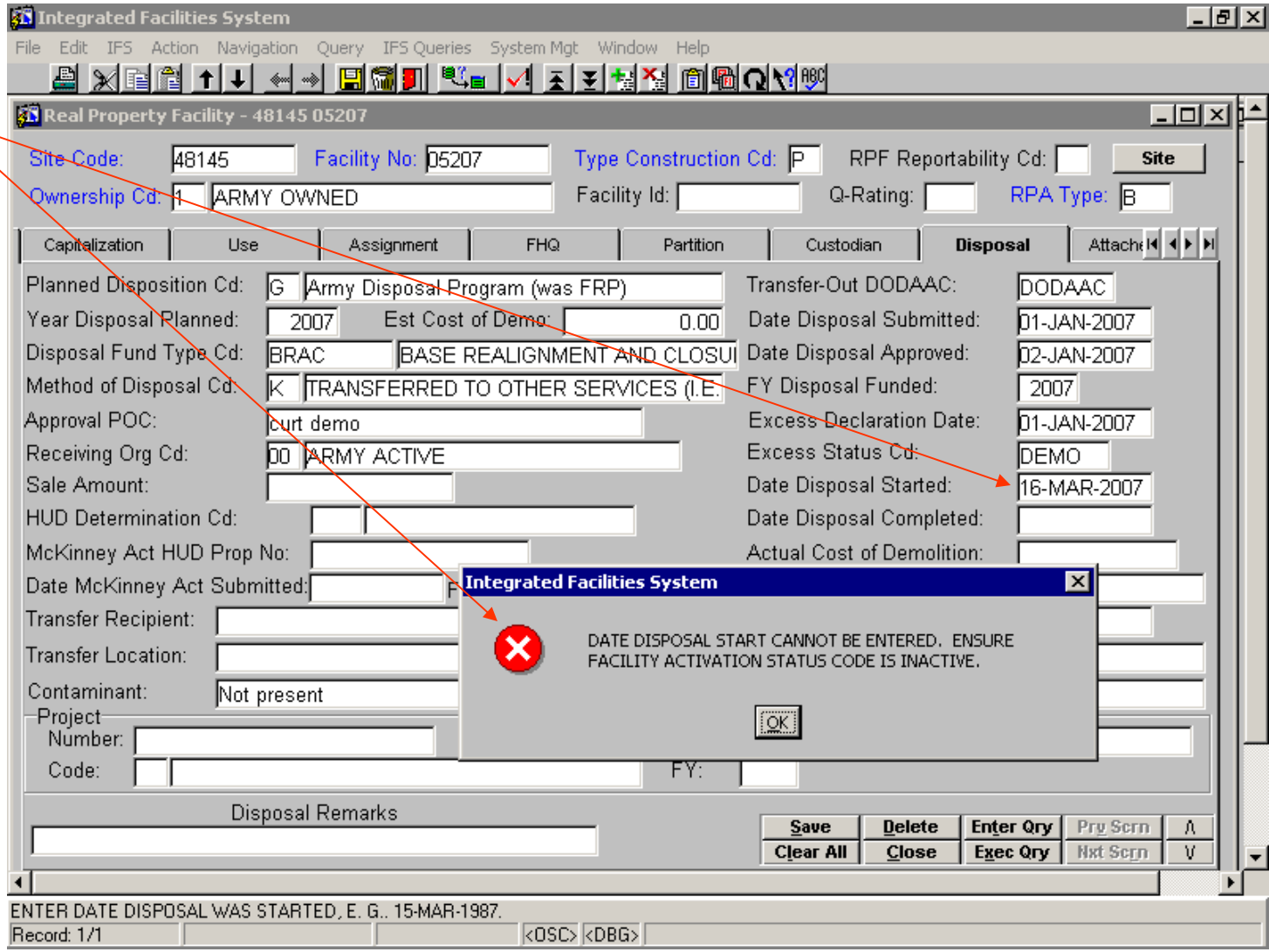
You **Cannot Enter the Date Disposal Start**, until you have Set the Facility to INACTIVE (Facility Activation Status Code equal to:

IC - Closed (Inactive Range & Landfills Only)

IF - Closed/Inact Landfill

IE - Inactive, Excess Facility

I0 - Inactive (Facility Not Used But Not Excess)

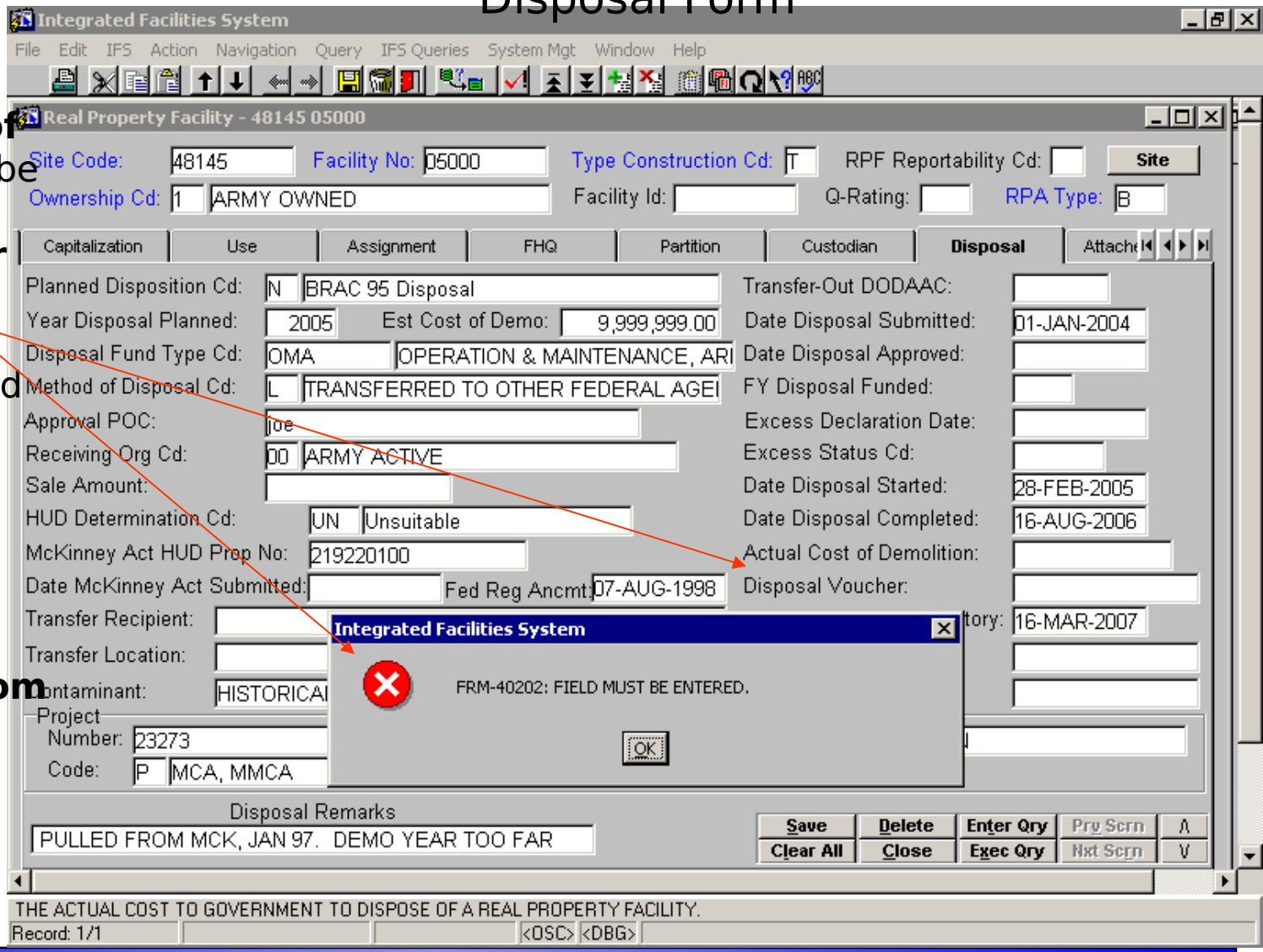

Integrated Facilities System
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
Real Property Facility - 48145 05207
Site Code: 48145
Facility No: 05207
Type Construction Cd: P
RPF Reportability Cd:
Site
Ownership Cd: 1 ARMY OWNED
Facility Id:
Q-Rating:
RPA Type: B
Capitalization Use Assignment FHQ Partition Custodian Disposal Attache
Planned Disposition Cd: G Army Disposal Program (was FRP)
Year Disposal Planned: 2007
Est Cost of Demo: 0.00
Disposal Fund Type Cd: BRAC BASE REALIGNMENT AND CLOSUI
Method of Disposal Cd: K TRANSFERRED TO OTHER SERVICES (I.E.
Approval POC: curt demo
Receiving Org Cd: 00 ARMY ACTIVE
Sale Amount:
HUD Determination Cd:
McKinney Act HUD Prop No:
Date McKinney Act Submitted:
Transfer Recipient:
Transfer Location:
Contaminant: Not present
Project Number:
Code:
FY:
Disposal Remarks
Transfer-Out DODAAC: DODAAC
Date Disposal Submitted: 01-JAN-2007
Date Disposal Approved: 02-JAN-2007
FY Disposal Funded: 2007
Excess Declaration Date: 01-JAN-2007
Excess Status Cd: DEMO
Date Disposal Started: 16-MAR-2007
Date Disposal Completed:
Actual Cost of Demolition:
Integrated Facilities System
DATE DISPOSAL START CANNOT BE ENTERED. ENSURE FACILITY ACTIVATION STATUS CODE IS INACTIVE.
OK
Save Delete Enter Qry Prv Scrn
Clear All Close Exec Qry Nxt Scrn
ENTER DATE DISPOSAL WAS STARTED, E. G.. 15-MAR-1987.
Record: 1/1
<OSC> <DBG>

Disposal Form

The **Actual Cost of Demolition** (may be zero) and **Disposal Voucher Number**

Can only be entered after entering the Date Disposal Completed and Must be entered Before entering

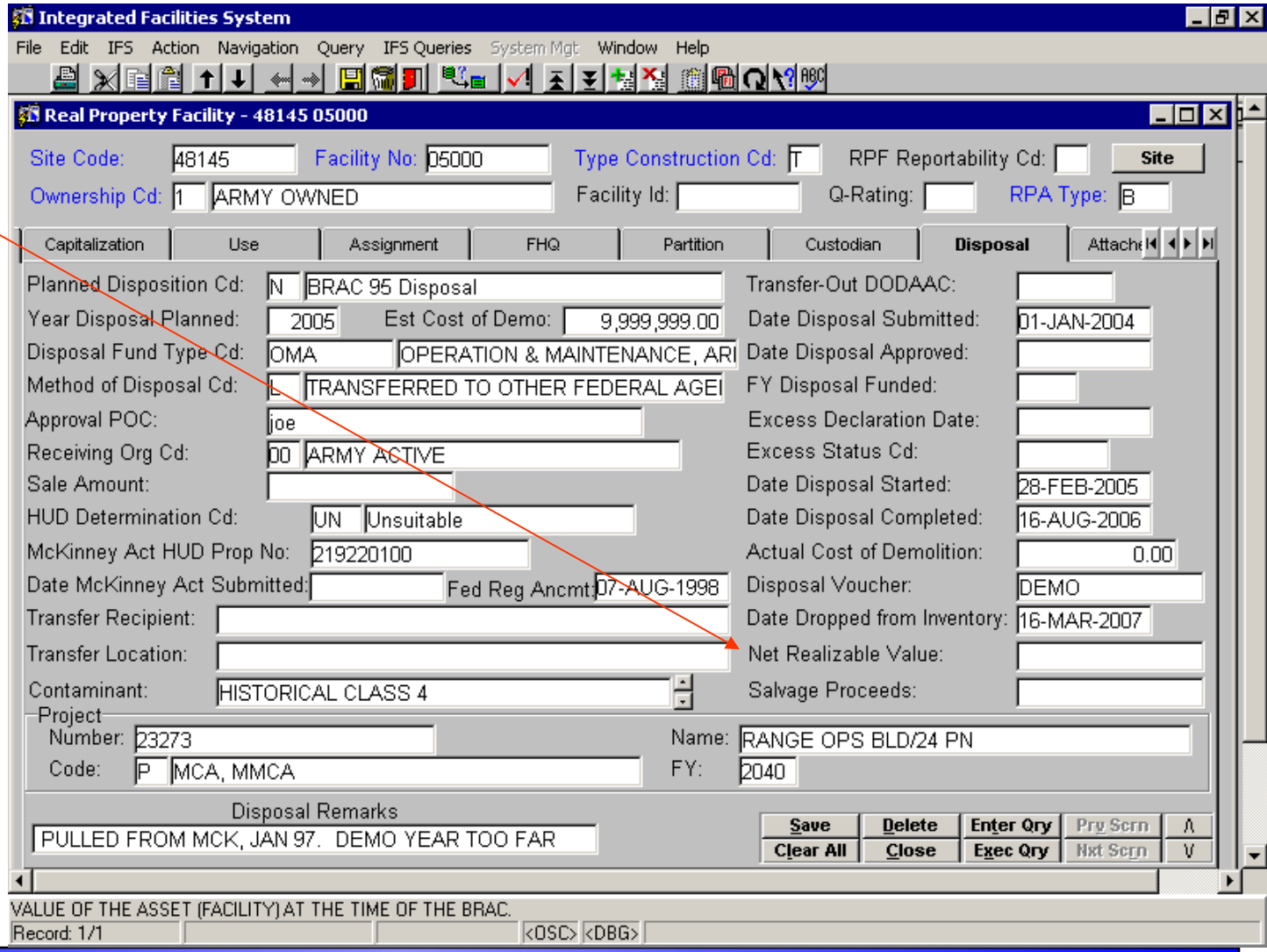
Date Dropped from Inventory.


Integrated Facilities System
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
Real Property Facility - 48145 05000
Site Code: 48145
Facility No: 05000
Type Construction Cd: T
RPF Reportability Cd:
Site
Ownership Cd: 1 ARMY OWNED
Facility Id:
Q-Rating:
RPA Type: B
Capitalization Use Assignment FHQ Partition Custodian Disposal Attache
Planned Disposition Cd: N BRAC 95 Disposal
Year Disposal Planned: 2005
Est Cost of Demo: 9,999,999.00
Disposal Fund Type Cd: OMA OPERATION & MAINTENANCE, ARI
Method of Disposal Cd: L TRANSFERRED TO OTHER FEDERAL AGEI
Approval POC: Joe
Receiving Org Cd: 00 ARMY ACTIVE
Sale Amount:
HUD Determination Cd: UN Unsuitable
McKinney Act HUD Prop No: 219220100
Date McKinney Act Submitted:
Fed Reg Ancmt: 07-AUG-1998
Transfer Recipient:
Transfer Location:
Contaminant: HISTORICAL
Project Number: 23273
Code: P MCA, MMCA
Transfer-Out DODAAC:
Date Disposal Submitted: 01-JAN-2004
Date Disposal Approved:
FY Disposal Funded:
Excess Declaration Date:
Excess Status Cd:
Date Disposal Started: 28-FEB-2005
Date Disposal Completed: 16-AUG-2006
Actual Cost of Demolition:
Disposal Voucher:
tory: 16-MAR-2007
Integrated Facilities System
FRM-40202: FIELD MUST BE ENTERED.
OK
Disposal Remarks
PULLED FROM MCK, JAN 97. DEMO YEAR TOO FAR
Save Delete Enter Qry Prv Scrn
Clear All Close Exec Qry Nxt Scrn
THE ACTUAL COST TO GOVERNMENT TO DISPOSE OF A REAL PROPERTY FACILITY.
Record: 1/1
<OSC> <DBG>

Disposal Form

Net Realizable Value

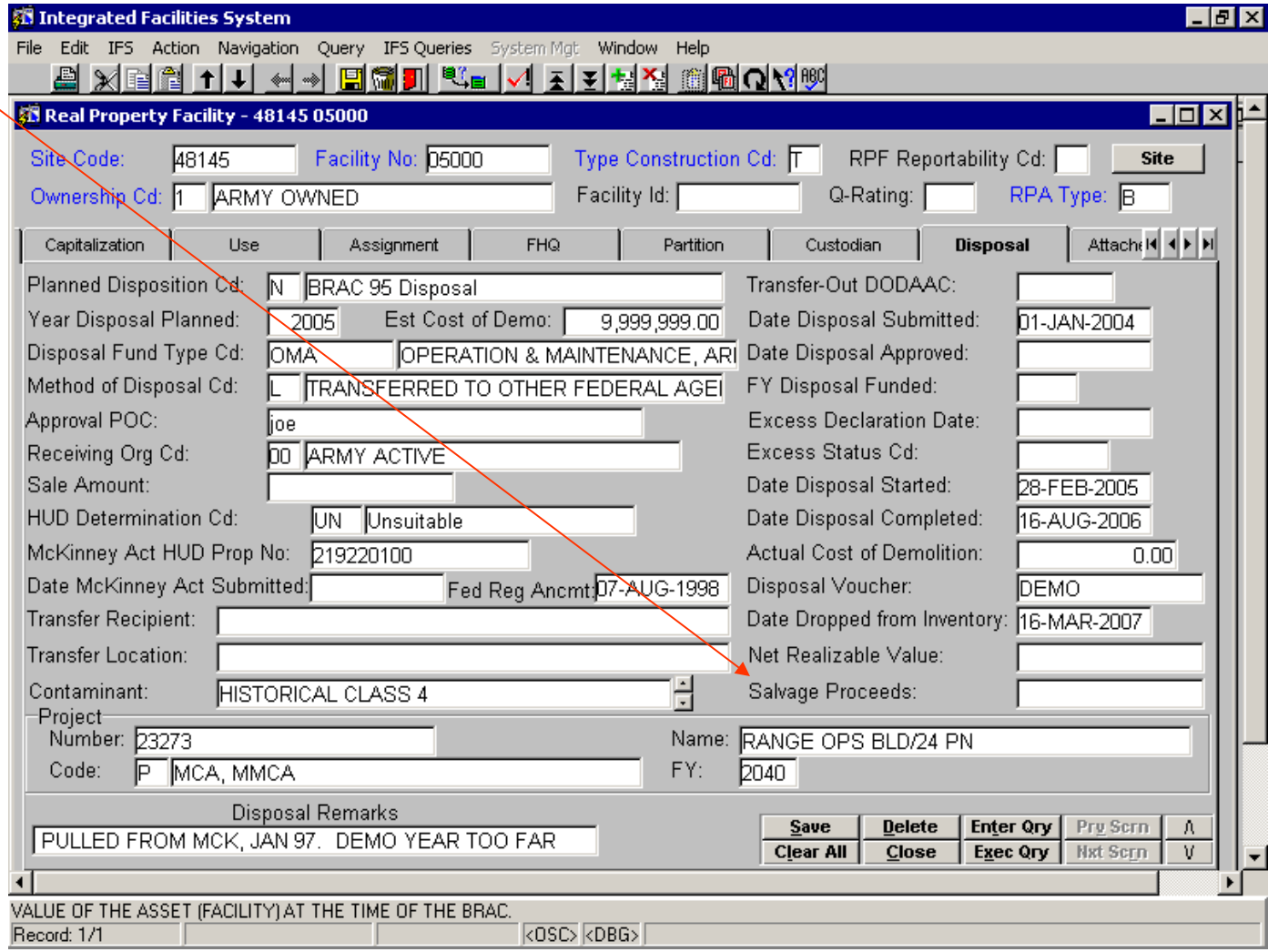
Must be entered if **Planned Disposition Code** is BRAC (Value= K,L,M,N, or V)
and
Capitalize Code (on any RPF Capitalization Account Record = 'Y' or 'Q'


Integrated Facilities System
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
Real Property Facility - 48145 05000
Site Code: 48145 Facility No: 05000 Type Construction Cd: T RPF Reportability Cd: Site
Ownership Cd: 1 ARMY OWNED Facility Id: Q-Rating: RPA Type: B
Capitalization Use Assignment FHQ Partition Custodian Disposal Attache
Planned Disposition Cd: N BRAC 95 Disposal
Year Disposal Planned: 2005 Est Cost of Demo: 9,999,999.00
Disposal Fund Type Cd: OMA OPERATION & MAINTENANCE, ARI
Method of Disposal Cd: L TRANSFERRED TO OTHER FEDERAL AGEI
Approval POC: joe
Receiving Org Cd: 00 ARMY ACTIVE
Sale Amount:
HUD Determination Cd: UN Unsuitable
McKinney Act HUD Prop No: 219220100
Date McKinney Act Submitted: Fed Reg Ancmt: 07-AUG-1998
Transfer Recipient:
Transfer Location:
Contaminant: HISTORICAL CLASS 4
Transfer-Out DODAAC:
Date Disposal Submitted: 01-JAN-2004
Date Disposal Approved:
FY Disposal Funded:
Excess Declaration Date:
Excess Status Cd:
Date Disposal Started: 28-FEB-2005
Date Disposal Completed: 16-AUG-2006
Actual Cost of Demolition: 0.00
Disposal Voucher: DEMO
Date Dropped from Inventory: 16-MAR-2007
Net Realizable Value:
Salvage Proceeds:
Project
Number: 23273 Name: RANGE OPS BLD/24 PN
Code: P MCA, MMCA FY: 2040
Disposal Remarks
PULLED FROM MCK, JAN 97. DEMO YEAR TOO FAR
Save Delete Enter Qry Prv Scrn
Clear All Close Exec Qry Nxt Scrn
VALUE OF THE ASSET (FACILITY) AT THE TIME OF THE BRAC.
Record: 1/1
<OSC> <DBG>

Disposal Form

Salvage Proceeds
This data element is used primarily when a facility has been "written off" or destroyed as an "Act of Nature". It is mandatory if the **Method of Disposal Code** equals:

A - Demolition by In-house Workforce
B - Demolition by In-house Contract
C - Demolition by District Engineer Contract
F - Demolition for Training
H - Salvage
M - Leased Termination
N - Act of Nature (Tornado, Fire, Hurricane, etc.)
and
Capitalize Code (on any RPF Capitalization Account Record = Y or


Integrated Facilities System
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
Real Property Facility - 48145 05000
Site Code: 48145
Facility No: 05000
Type Construction Cd: T
RPF Reportability Cd:
Site
Ownership Cd: 1 ARMY OWNED
Facility Id:
Q-Rating:
RPA Type: B
Capitalization Use Assignment FHQ Partition Custodian Disposal Attache
Planned Disposition Cd: N BRAC 95 Disposal
Year Disposal Planned: 2005
Est Cost of Demo: 9,999,999.00
Disposal Fund Type Cd: OMA OPERATION & MAINTENANCE, ARI
Method of Disposal Cd: L TRANSFERRED TO OTHER FEDERAL AGEI
Approval POC: joe
Receiving Org Cd: 00 ARMY ACTIVE
Sale Amount:
HUD Determination Cd: UN Unsuitable
McKinney Act HUD Prop No: 219220100
Date McKinney Act Submitted:
Fed Reg Ancmt: 07-AUG-1998
Transfer Recipient:
Transfer Location:
Contaminant: HISTORICAL CLASS 4
Transfer-Out DODAAC:
Date Disposal Submitted: 01-JAN-2004
Date Disposal Approved:
FY Disposal Funded:
Excess Declaration Date:
Excess Status Cd:
Date Disposal Started: 28-FEB-2005
Date Disposal Completed: 16-AUG-2006
Actual Cost of Demolition: 0.00
Disposal Voucher: DEMO
Date Dropped from Inventory: 16-MAR-2007
Net Realizable Value:
Salvage Proceeds:
Project
Number: 23273
Code: P MCA, MMCA
Name: RANGE OPS BLD/24 PN
FY: 2040
Disposal Remarks
PULLED FROM MCK, JAN 97. DEMO YEAR TOO FAR
Save Delete Enter Qry Prv Scrn
Clear All Close Exec Qry Nxt Scrn
VALUE OF THE ASSET (FACILITY) AT THE TIME OF THE BRAC.
Record: 1/1
<OSC> <DBG>

Disposal Form

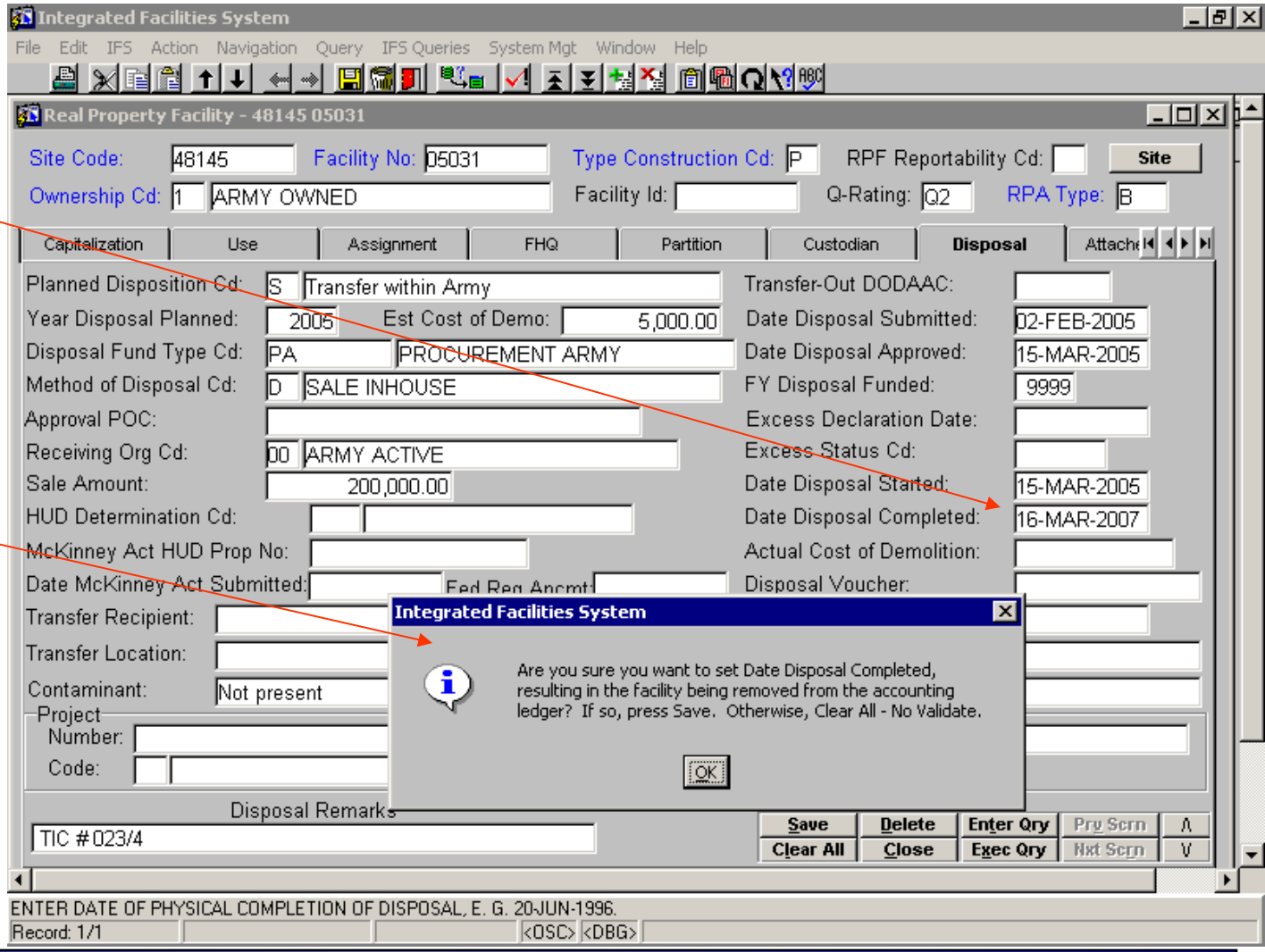
SPECIAL FEATURE

When entering
Date Disposal Completed

Facilities Being Disposed Under RCI/PRV Can Remain In The Database.

When the message Is acknowledged, An Additional Message (see next slide) is displayed.

DPAS Sites do not get this message, see next slide


Integrated Facilities System
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
Real Property Facility - 48145 05031
Site Code: 48145
Facility No: 05031
Type Construction Cd: P
RPF Reportability Cd:
Site
Ownership Cd: 1 ARMY OWNED
Facility Id:
Q-Rating: Q2
RPA Type: B
Capitalization Use Assignment FHQ Partition Custodian Disposal Attach
Planned Disposition Cd: S Transfer within Army
Year Disposal Planned: 2005
Est Cost of Demo: 5,000.00
Disposal Fund Type Cd: PA PROCUREMENT ARMY
Method of Disposal Cd: D SALE INHOUSE
Approval POC:
Receiving Org Cd: 00 ARMY ACTIVE
Sale Amount: 200,000.00
HUD Determination Cd:
McKinney Act HUD Prop No:
Date McKinney Act Submitted:
Fed Reg Apcmt:
Transfer Recipient:
Transfer Location:
Contaminant: Not present
Project Number:
Code:
Disposal Remarks
TIC #023/4
Transfer-Out DODAAC:
Date Disposal Submitted: 02-FEB-2005
Date Disposal Approved: 15-MAR-2005
FY Disposal Funded: 9999
Excess Declaration Date:
Excess Status Cd:
Date Disposal Started: 15-MAR-2005
Date Disposal Completed: 16-MAR-2007
Actual Cost of Demolition:
Disposal Voucher:
Integrated Facilities System
Are you sure you want to set Date Disposal Completed, resulting in the facility being removed from the accounting ledger? If so, press Save. Otherwise, Clear All - No Validate.
OK
Save Delete Enter Qry Prv Scrn
Clear All Close Exec Qry Nxt Scrn
ENTER DATE OF PHYSICAL COMPLETION OF DISPOSAL, E. G. 20-JUN-1996.
Record: 1/1
<OSC> <DBG>

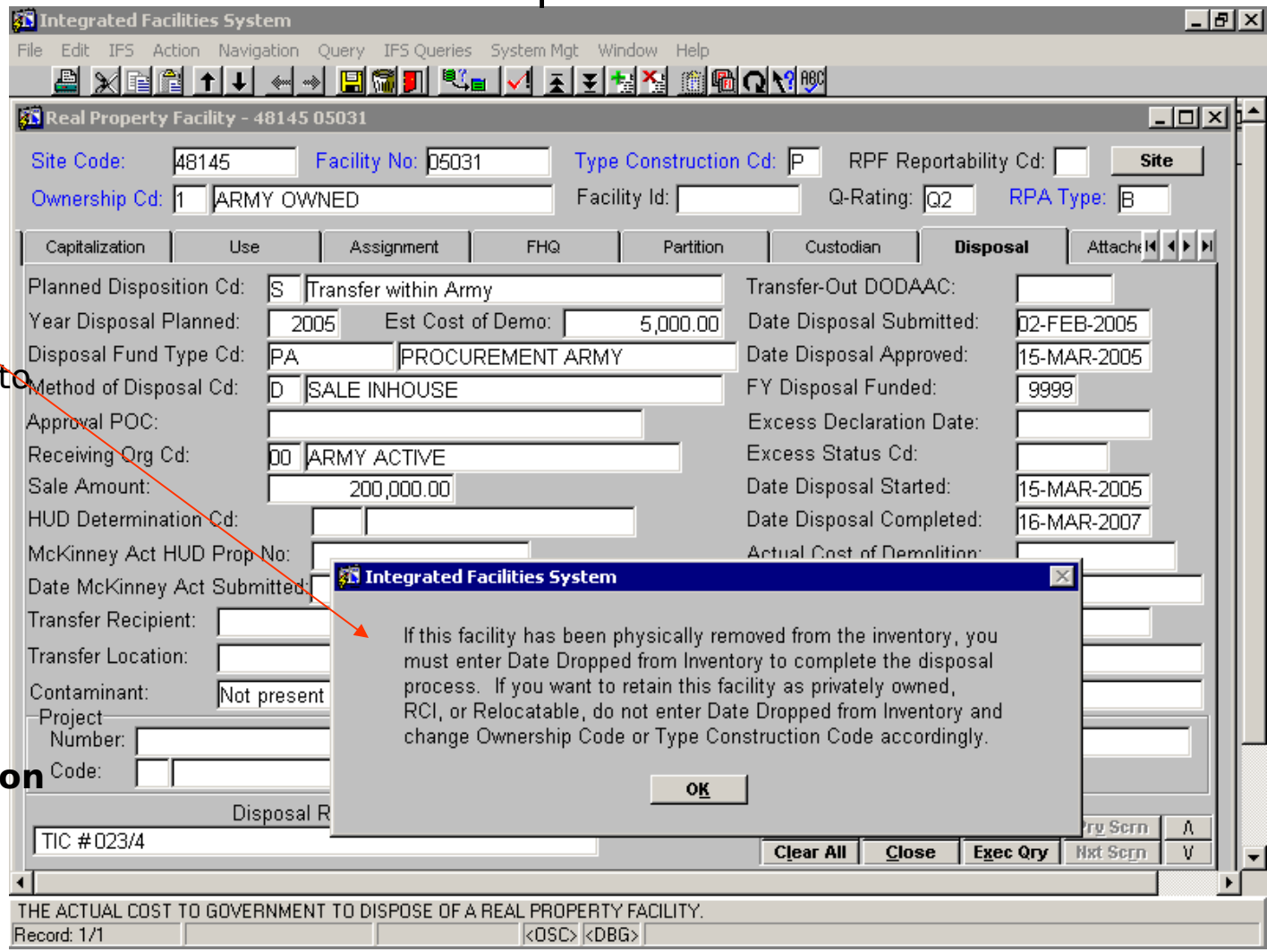
Disposal Form

SPECIAL FEATURE
Facilities Being Disposed Under RCI/PRV Can Remain In The Database.

After acknowledging this message you may cursor to the Header Section and Change the **Ownership Code** to:

0 - Civil Works
8 - Privately Owned
G - RCI/CVI
P - Public Private Venture
or
Change **Type Construction Code** to:

R - Relocatable


Integrated Facilities System
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
Real Property Facility - 48145 05031
Site Code: 48145 Facility No: 05031 Type Construction Cd: P RPF Reportability Cd: Site
Ownership Cd: 1 ARMY OWNED Facility Id: Q-Rating: Q2 RPA Type: B
Capitalization Use Assignment FHQ Partition Custodian Disposal Attache
Planned Disposition Cd: S Transfer within Army
Year Disposal Planned: 2005 Est Cost of Demo: 5,000.00
Disposal Fund Type Cd: PA PROCUREMENT ARMY
Method of Disposal Cd: D SALE INHOUSE
Approval POC:
Receiving Org Cd: 00 ARMY ACTIVE
Sale Amount: 200,000.00
HUD Determination Cd:
McKinney Act HUD Prop No:
Date McKinney Act Submitted:
Transfer Recipient:
Transfer Location:
Contaminant: Not present
Project Number:
Code:
Transfer-Out DODAAC:
Date Disposal Submitted: 02-FEB-2005
Date Disposal Approved: 15-MAR-2005
FY Disposal Funded: 9999
Excess Declaration Date:
Excess Status Cd:
Date Disposal Started: 15-MAR-2005
Date Disposal Completed: 16-MAR-2007
Actual Cost of Demolition:
Integrated Facilities System
If this facility has been physically removed from the inventory, you must enter Date Dropped from Inventory to complete the disposal process. If you want to retain this facility as privately owned, RCI, or Relocatable, do not enter Date Dropped from Inventory and change Ownership Code or Type Construction Code accordingly.
OK
TIC #023/4
Clear All Close Exec Qry Nxt Scrn
THE ACTUAL COST TO GOVERNMENT TO DISPOSE OF A REAL PROPERTY FACILITY.
Record: 1/1
<OSC> <DBG>

PRACTICAL EXERCISE

DISPOSAL

PRACTICAL EXERCISE – DISPOSAL

1. Using the Real Property Facility Form select/query Site Code 48265 and Facility 01290. Go to the Disposal Tab.

   a. Enter a Planned Disposition Code of ‘G’ and tab to the next field.
   b. What happened?

   c. Why?

2. Place cursor in the Disposal Fund Type Code field.

   a. What Happened?

   b. Why?

3. Enter:
   Year Disposal Planned: 2006
   Est Cost of Demolition: $50,000.00
   Disposal Fund Type Code: MCA

4. Enter Date Disposal Started of 1 JAN 2006.

   What Happens?

PRACTICAL EXERCISE – DISPOSAL

5. Press F1 Help. It will tell you that “This field cannot be entered unless data has been entered for Planned Disposition Code, Year Disposal Planned, Estimated Cost of Demolition, Disposal Fund Type Code (if Planned Disposition Code not = 'Y'), Date Disposal Approved, and FY Disposal Funded.”

6. Enter
   a. Date Disposal Approved: 1 Aug 2005
   b. FY Disposal Funded: 2006
   c. Excess Declaration Date: 1 Aug 2005
   d. Excess Status Code: DEMO
   e. Date Disposal Started: 2 OCT 2005

   What happens?

7. Tab to Facility Data to change Facility Activation Status Code to Inactive “IE”

   What happens?

8. Enter Method of Disposal Code of ‘E’ – Sale by District Engineer.

   What happens after you enter the code of ‘E’?

PRACTICAL EXERCISE – DISPOSAL

9. Enter the Approval POC as your Name, then tab through fields until system stops you on Sale Amount .

When is Sale Amount Required?

10. Enter
    a. Sale Amount: $4,000.00
    b. Transfer Recipient: Hilton Hotel Corp
    c. Transfer Location: Atlanta, GA

11. Now select the Facility Data Tab and change Facility Activation Status Code to I0 (inactive).
    Note .. you will get a message that Date Disposal Approved has been set and to save changes.
    Acknowledge message, change the Facility Activation Status Code to I0 and save changes.

12. Enter
    a. Date Disposal Submitted: 30 JUL 2005
    b. Date Disposal Start: 2 OCT 2005

PRACTICAL EXERCISE – DISPOSAL

13. Enter Date Disposal Completed of 30 DEC 2005

    What happens?

14. We don't want to drop this facility from the database, we want to make it relocatable.

    How do we do this?

Go ahead and do it and save changes.

IFS REAL PROPERTY FUNCTIONALITY

The Cultural Resource Connection

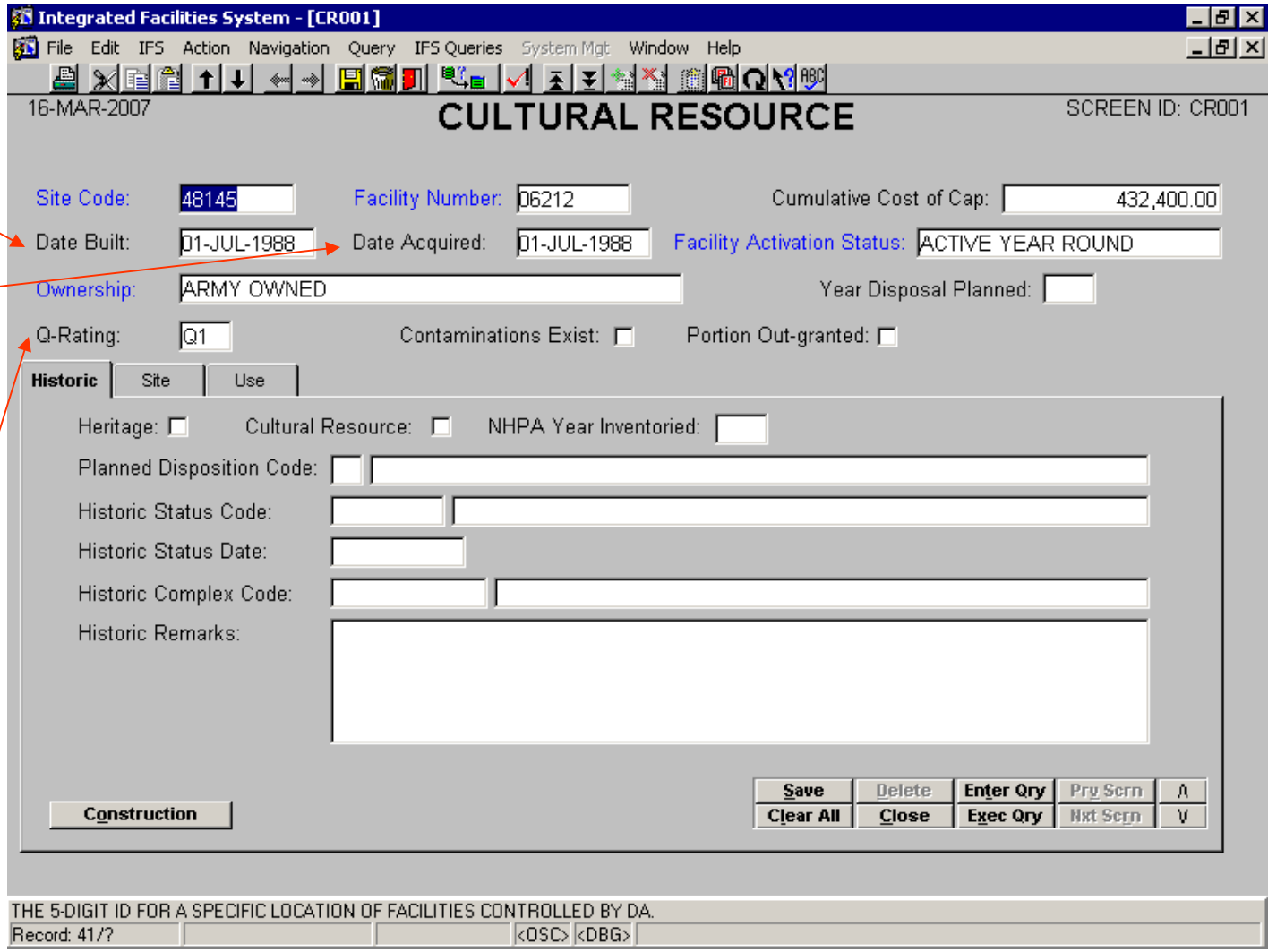
Cultural Resource Screen

NEW SCP 18

Year Built changed to **Facility Built Date**.

Year Acquired changed to **Facility Acquired Date**.

ISR Rating has been replaced with the display-only field **Q-Rating** (sent from HQEIS).



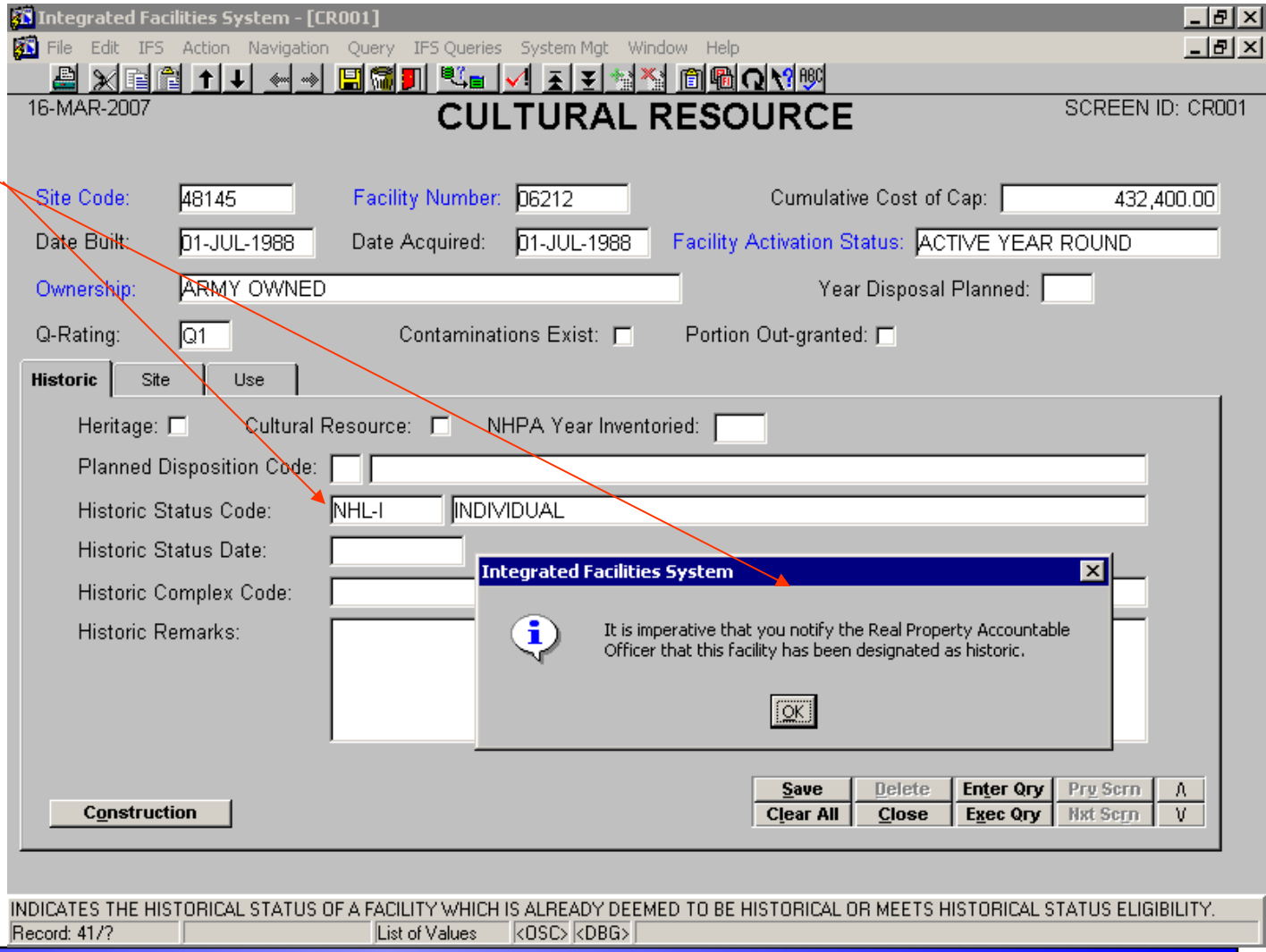
Cultural Resource Screen

When The Cultural Resource Manager Designates a Facility as Historical, a message Is displayed alerting the User that it is imperative that the Real Property Officer be notified.

When a Facility is designated Historical, the system Performs the appropriate Accounting actions to Post the asset correctly Based on newly Generated Heritage Asset Code

See Next Slide for System Generated Cap Account Documenting Change to Heritage Status

At DPAS Sites, this Requirement is performed differently

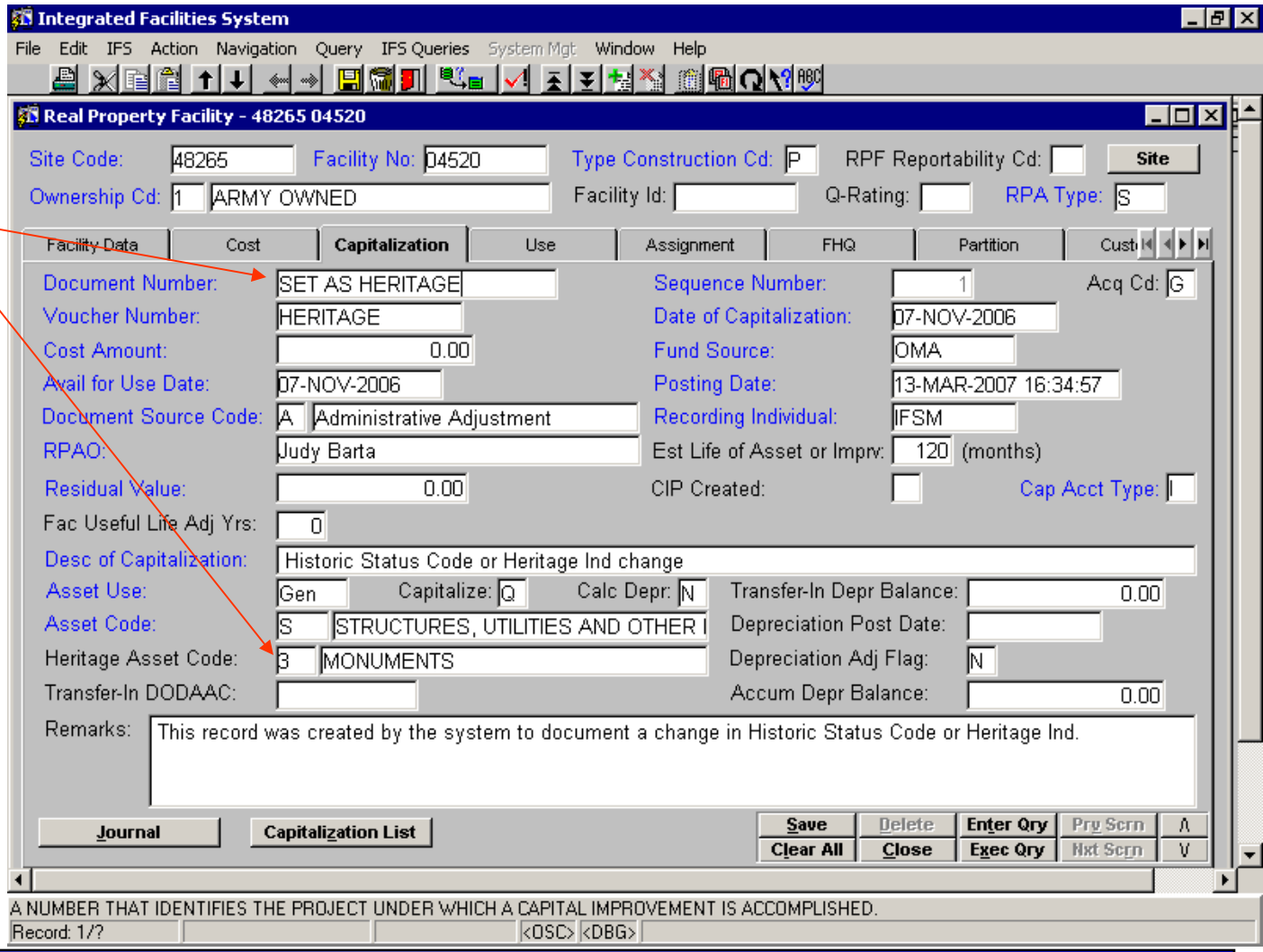


Cultural Resource Screen Changes

System will automatically Generate a Capitalization Account record with Heritage Asset Code Derived

If Heritage Asset is Heritage Only (Not Used For Mission) the system will set the Capitalize code on all existing Capitalization Records to "L" (Locked)

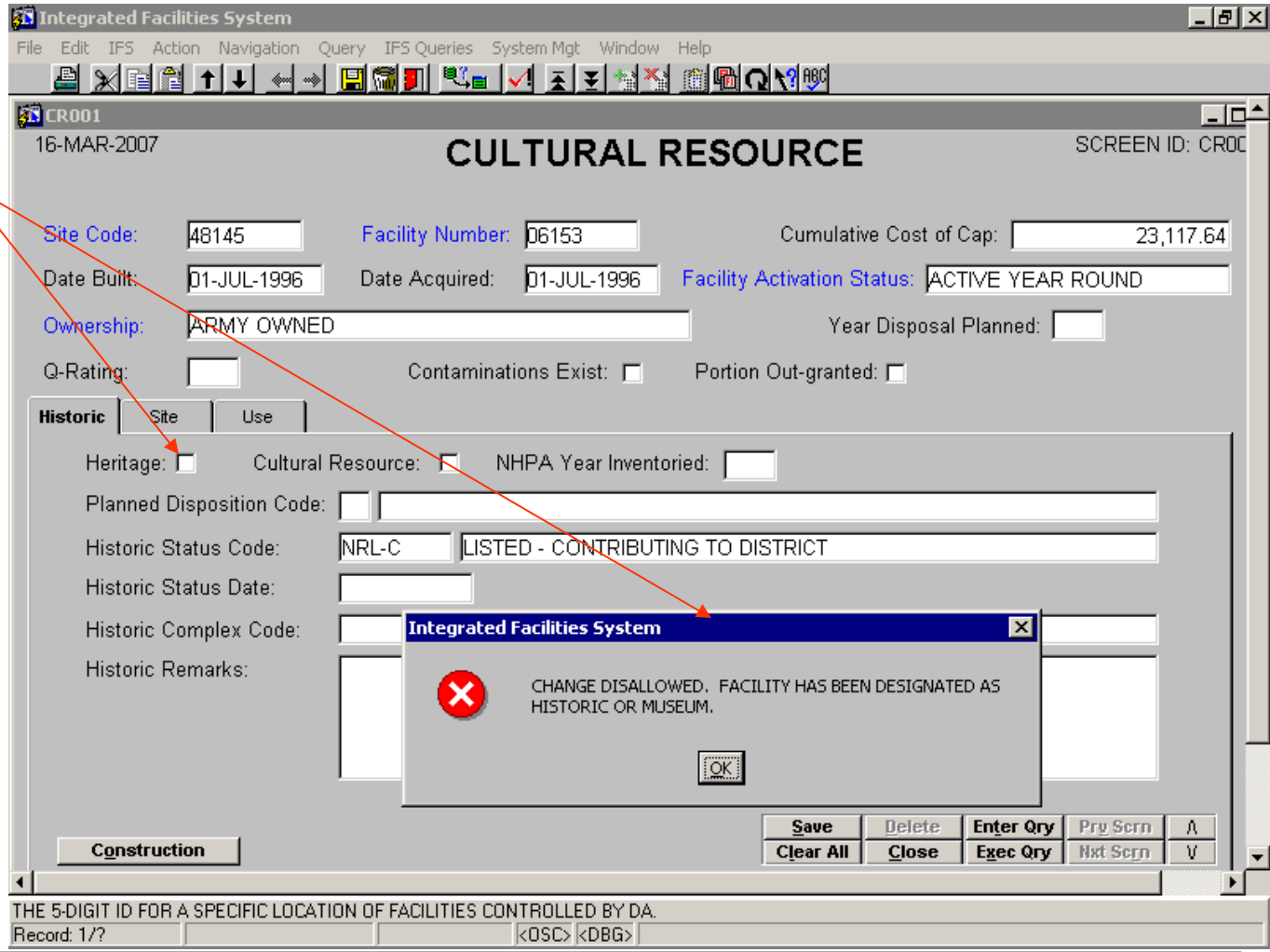
At DPAS Sites, this Requirement is performed differently


Integrated Facilities System
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
Real Property Facility - 48265 04520
Site Code: 48265 Facility No: 04520 Type Construction Cd: P RPF Reportability Cd: Site
Ownership Cd: 1 ARMY OWNED Facility Id: Q-Rating: RPA Type: S
Facility Data Cost Capitalization Use Assignment FHQ Partition Cust
Document Number: SET AS HERITAGE Sequence Number: 1 Acq Cd: G
Voucher Number: HERITAGE Date of Capitalization: 07-NOV-2006
Cost Amount: 0.00 Fund Source: OMA
Avail for Use Date: 07-NOV-2006 Posting Date: 13-MAR-2007 16:34:57
Document Source Code: A Administrative Adjustment Recording Individual: IFSM
RPAO: Judy Barta Est Life of Asset or Imprv: 120 (months)
Residual Value: 0.00 CIP Created: Cap Acct Type:
Fac Useful Life Adj Yrs: 0
Desc of Capitalization: Historic Status Code or Heritage Ind change
Asset Use: Gen Capitalize: Q Calc Depr: N Transfer-In Depr Balance: 0.00
Asset Code: S STRUCTURES, UTILITIES AND OTHER I Depreciation Post Date:
Heritage Asset Code: 3 MONUMENTS Depreciation Adj Flag: N
Transfer-In DODAAC: Accum Depr Balance: 0.00
Remarks: This record was created by the system to document a change in Historic Status Code or Heritage Ind.
Journal Capitalization List
Save Delete Enter Qry Prv Scrn
Clear All Close Exec Qry Nxt Scrn
A NUMBER THAT IDENTIFIES THE PROJECT UNDER WHICH A CAPITAL IMPROVEMENT IS ACCOMPLISHED.
Record: 1/?
<OSC> <DBG>

Cultural Resource Screen Changes

If you attempt to remove
The Heritage Indicator
Flag
And the Facility has been
designated as Historic
with
A Historic Status Code (or
the Prime Use is a
Museum)
Then the System will
respond
with An error message
stating
That the change is
disallowed.

Once a facility is
designated
as Heritage it cannot be
changed back to non-
heritage.



DPW sites, the

IFS Reports

There are three distinct types of reports in IFS

- Reports written in Report Writer .. These can be previewed on the screen and then selectively printed on your Desktop Window Default or any network printer. This is the preferred direction for all new reporting requirements

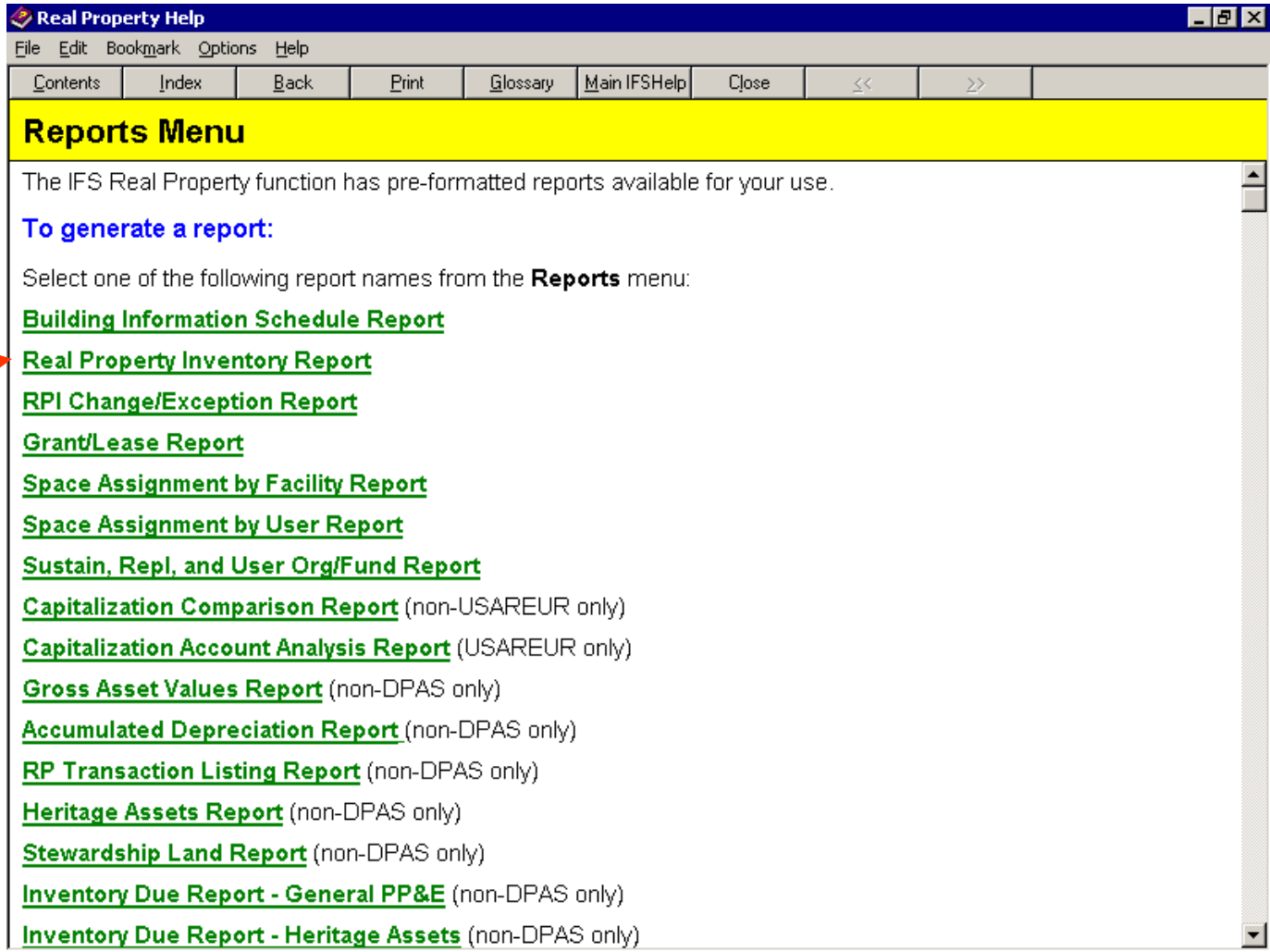
- Canned Reports .. These are Pre-written reports that are generally sent directly to the Line Printer and cannot be Previewed

- Stored and Adhoc Queries .. These are either Pre-written or user written and you can choose to view results either on screen or printed

Reports

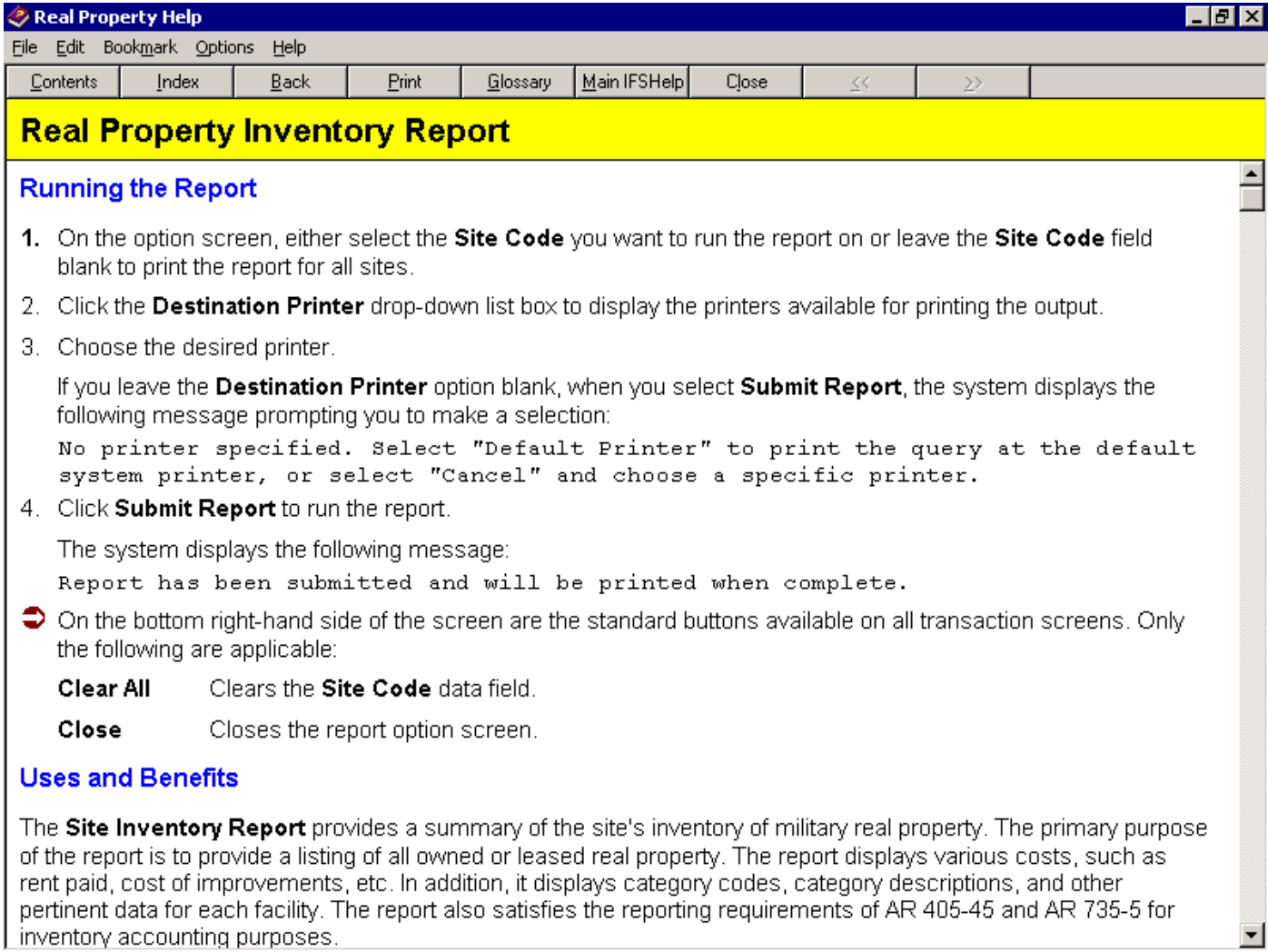
There are a series of available reports in the Real Property Reports Menu

You can use the Help Menu to get brief descriptions on procedures to run each report and report content.


Real Property Help
File Edit Bookmark Options Help
Contents Index Back Print Glossary Main IFSHelp Close
Reports Menu
The IFS Real Property function has pre-formatted reports available for your use.
To generate a report:
Select one of the following report names from the Reports menu:
Building Information Schedule Report
Real Property Inventory Report
RPI Change/Exception Report
Grant/Lease Report
Space Assignment by Facility Report
Space Assignment by User Report
Sustain, Repl, and User Org/Fund Report
Capitalization Comparison Report (non-USAREUR only)
Capitalization Account Analysis Report (USAREUR only)
Gross Asset Values Report (non-DPAS only)
Accumulated Depreciation Report (non-DPAS only)
RP Transaction Listing Report (non-DPAS only)
Heritage Assets Report (non-DPAS only)
Stewardship Land Report (non-DPAS only)
Inventory Due Report - General PP&E (non-DPAS only)
Inventory Due Report - Heritage Assets (non-DPAS only)

Reports

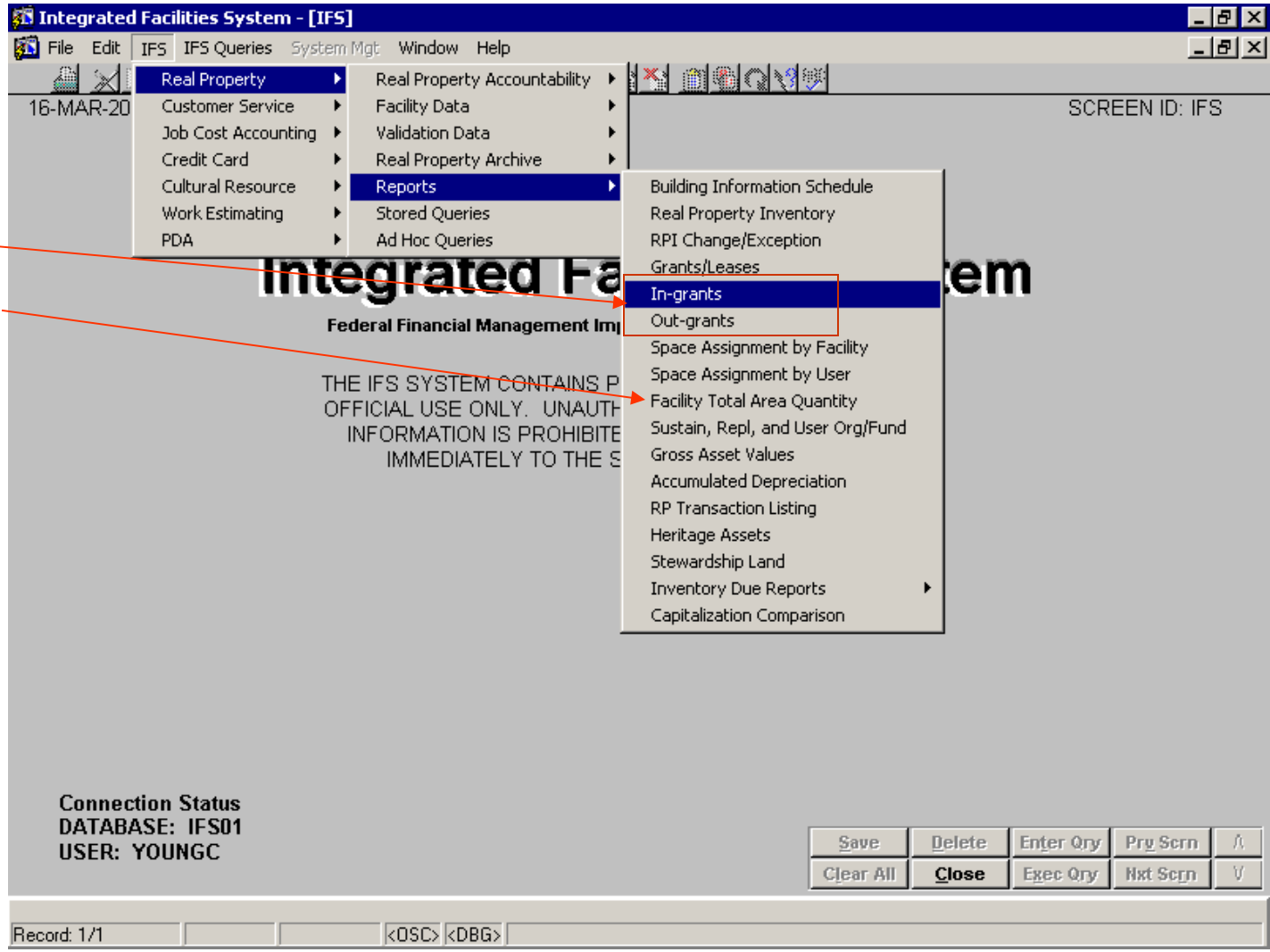
Example of Help for Running each Report and Uses and Benefits of the reports.


Real Property Help
File Edit Bookmark Options Help
Contents Index Back Print Glossary Main IFSHelp Close
Real Property Inventory Report
Running the Report
1. On the option screen, either select the Site Code you want to run the report on or leave the Site Code field blank to print the report for all sites.
2. Click the Destination Printer drop-down list box to display the printers available for printing the output.
3. Choose the desired printer.
If you leave the Destination Printer option blank, when you select Submit Report, the system displays the following message prompting you to make a selection:
No printer specified. Select "Default Printer" to print the query at the default system printer, or select "Cancel" and choose a specific printer.
4. Click Submit Report to run the report.
The system displays the following message:
Report has been submitted and will be printed when complete.
On the bottom right-hand side of the screen are the standard buttons available on all transaction screens. Only the following are applicable:
Clear All Clears the Site Code data field.
Close Closes the report option screen.
Uses and Benefits
The Site Inventory Report provides a summary of the site's inventory of military real property. The primary purpose of the report is to provide a listing of all owned or leased real property. The report displays various costs, such as rent paid, cost of improvements, etc. In addition, it displays category codes, category descriptions, and other pertinent data for each facility. The report also satisfies the reporting requirements of AR 405-45 and AR 735-5 for inventory accounting purposes.

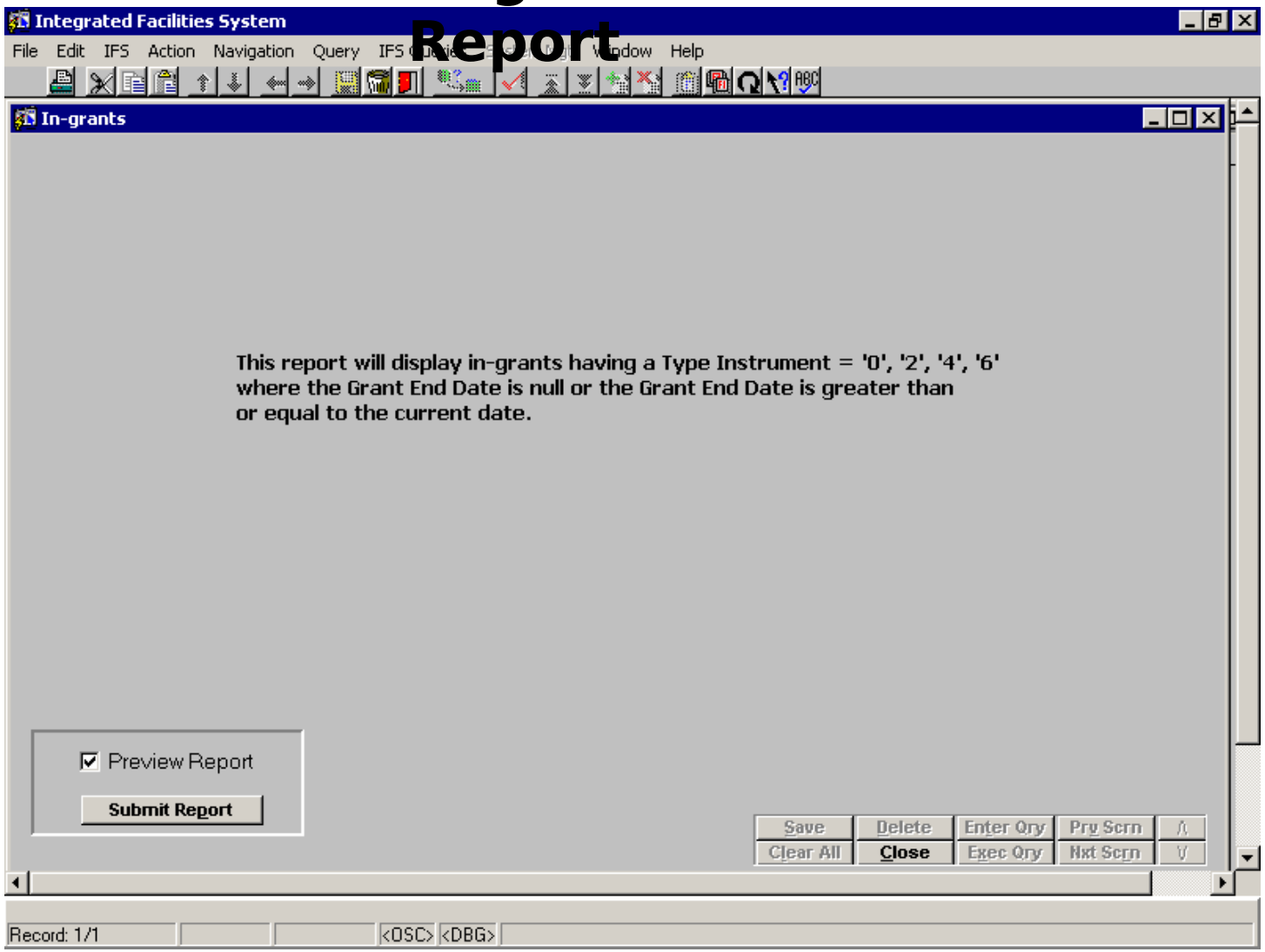
Reports

NEW SCP 18

In-grants Report
Out-grants Report
Facility Total Area QTY



NEW SCP 18
In-grants Report


Integrated Facilities System
File Edit IFS Action Navigation Query IFS Window Help
In-grants
This report will display in-grants having a Type Instrument = '0', '2', '4', '6' where the Grant End Date is null or the Grant End Date is greater than or equal to the current date.
Preview Report
Submit Report
Save
Delete
Enter Qry
Prv Scrn
Clear All
Close
Exec Qry
Nxt Scrn
Record: 1/1
<OSC>
<DBG>

NEW SCP 18
In-grants Report

akj3yp: Previewer

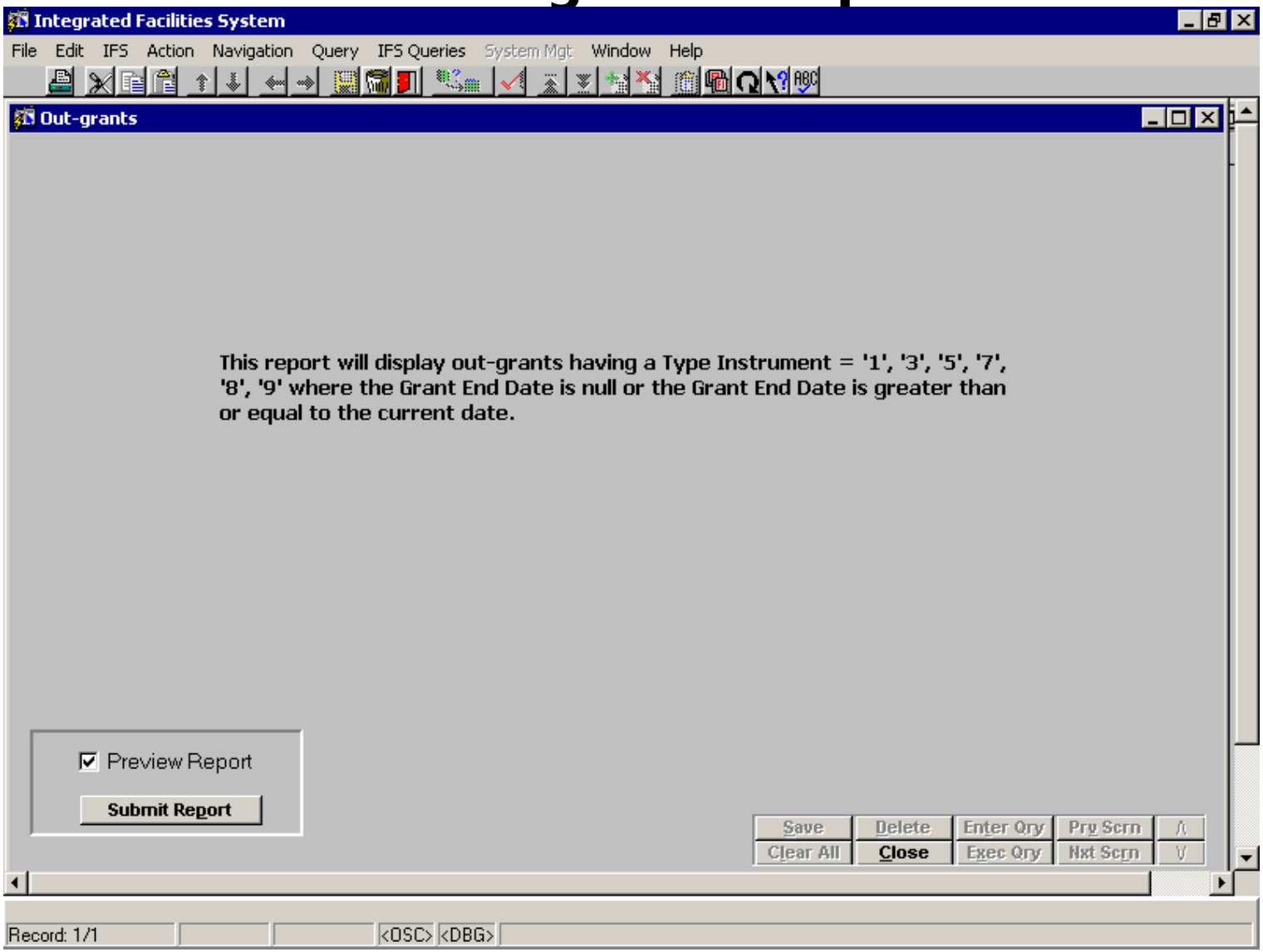
File View Help

Page: 1

16-MAR-2007 — In-grant Report — PCN AKJ-051

Grant Instrument Number	Grantee Grantor	Type Instrument Description	In-grant Auth Type Description	Grant Start/End	Grant Rent Paid Amt	Rent Frequency
20040019168	CITY OF SAN ANTONIO	EASEMENT-IN	OTHER IN-GRANT AUTHORITY	28-Dec-2003	.00	
877-83-762		PERMIT-IN	CONVERSION	10-Jan-1983 09-Jan-2033	.00	
A-41-243-ENG4197		LICENSE-IN	CONVERSION	06-Feb-1945	.00	
CAP-LEASE-TST		IN-LEASE	OTHER IN-GRANT AUTHORITY	01-Jan-1998 31-Dec-2007		
DA41-243-ENG4197		LICENSE-IN	OTHER IN-GRANT AUTHORITY	06-Feb-1945	.00	
DACA-41-443-CV		PERMIT-IN	CONVERSION	01-Dec-1965 30-Nov-2015	.00	
DACA-63-9-68-287		LICENSE-IN	OTHER IN-GRANT AUTHORITY	01-Feb-1968	.00	
DACA4598900007		LICENSE-IN	OTHER IN-GRANT AUTHORITY	23-Dec-1988	.00	
DACA63-2-99-0145		LICENSE-IN	OTHER IN-GRANT AUTHORITY	12-Apr-1999	4,135.00	TERM
DACA63-9-75-0255		LICENSE-IN	OTHER IN-GRANT AUTHORITY	13-Jan-1975	.00	
DACA63-9-91-0127		LICENSE-IN	OTHER IN-GRANT AUTHORITY	29-Aug-1991	1,025.00	TERM
DACA63-9-98-0184		LICENSE-IN	OTHER IN-GRANT AUTHORITY	05-Mar-1998	2,135.00	TERM
DTCG8405L3AP003	American Tower Corp	IN-LEASE	OTHER IN-GRANT AUTHORITY	22-Nov-2004 21-Nov-2026	96,000.00	ANNUAL
H-LEASE-15		EASEMENT-IN	OTHER IN-GRANT AUTHORITY	10-Apr-2002 10-Apr-2007		

NEW SCP 18
Out-grants Report


Integrated Facilities System
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
Out-grants
This report will display out-grants having a Type Instrument = '1', '3', '5', '7', '8', '9' where the Grant End Date is null or the Grant End Date is greater than or equal to the current date.
Preview Report
Submit Report
Save Delete Enter Qry Prv Scrn
Clear All Close Exec Qry Nxt Scrn
Record: 1/1
<OSC> <DBG>

NEW SCP 18
Out-grants Report

akj3zp: Previewer

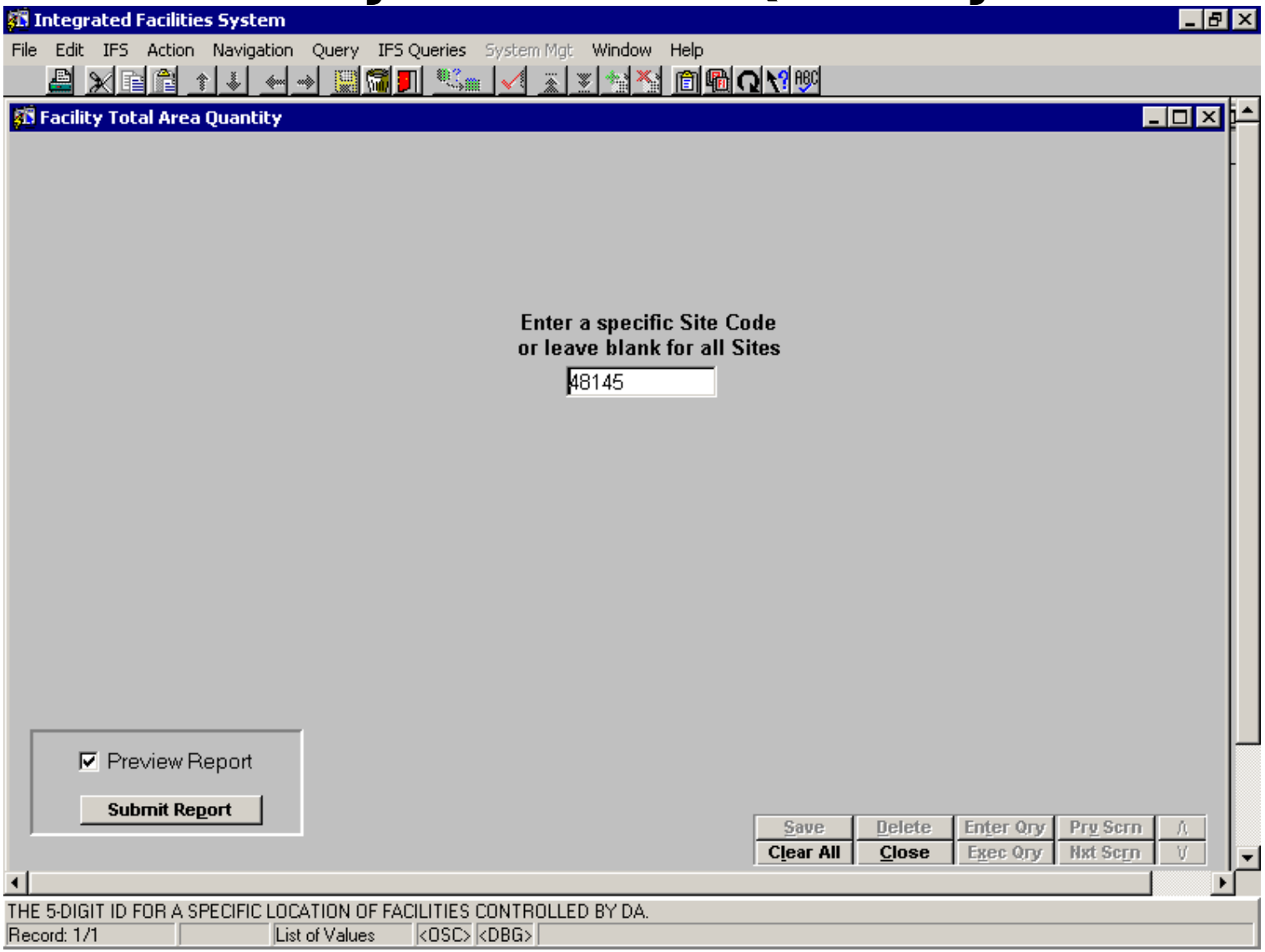
File View Help

Page: 1

16-MAR-2007 — Out-grant Report — PCN AKJ-052

Grant Instrument Number	Grantee/Grantor	Type Instrument Description	Out-grant Auth Type Description	Grant Start/End	Grant Rent Rcvd/Paid Amt	Rent Frequency
0000920000006		LICENSE-OUT	OTHER PL2667	26-May-1925	.00	
0000920000008		EASEMENT-OUT	CONVERSION	07-Nov-1950	.00	
0000920000010		PERMIT-OUT	OTHER PL2667	31-Dec-1951	.00	
0000920000015		EASEMENT-OUT	OTHER PL2667	10-Oct-1941	.00	
0000920000016		PERMIT-OUT	OTHER PL2667	17-Apr-1931	.00	
0000920000017		PERMIT-OUT	OTHER PL2667	09-Apr-1932	.00	
0000920000019		EASEMENT-OUT	OTHER PL2667	10-Oct-1941	.00	
16-00-07		PERMIT-OUT	OTHER THAN PL2667	16-Jan-2000	15,000.00	
A PER-877-82-741		PERMIT-OUT	CONVERSION	01-Nov-1982 31-Oct-2032	.00	
APPLETEST	appletest	OUT-LEASE	OTHER PL2667	08-Jan-2007 07-Jan-2009	.00	
APPLETEST2	appletest	OUT-LEASE	OTHER PL2667	08-Jan-2007 07-Jan-2009	.00	
DA41-443-ENG6174		PERMIT-OUT	OTHER PL2667	01-Jun-1961	.00	
DA41-443-ENG6457		EASEMENT-OUT	OTHER PL2667	10-Jan-1962 09-Jan-2012	.00	
DA41-443-ENG7309		EASEMENT-OUT	OTHER PL2667	12-Jul-1963 11-Jul-2013	.00	

NEW SCP 18
Facility Total Area Quantity


Integrated Facilities System
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
Facility Total Area Quantity
Enter a specific Site Code
or leave blank for all Sites
48145
Preview Report
Submit Report
Save Delete Enter Qry Prv Scrn
Clear All Close Exec Qry Nxt Scrn
THE 5-DIGIT ID FOR A SPECIFIC LOCATION OF FACILITIES CONTROLLED BY DA.
Record: 1/1
List of Values
<OSC>
<DBG>

NEW SCP 18
Facility Total Area Quantity

akj3xp: Previewer

File View Help

Page: 1

16-MAR-2007

Facility Total Area Quantity

PCN AKJ-050

Site Code: 48145 Site Name: CAMP BULLIS

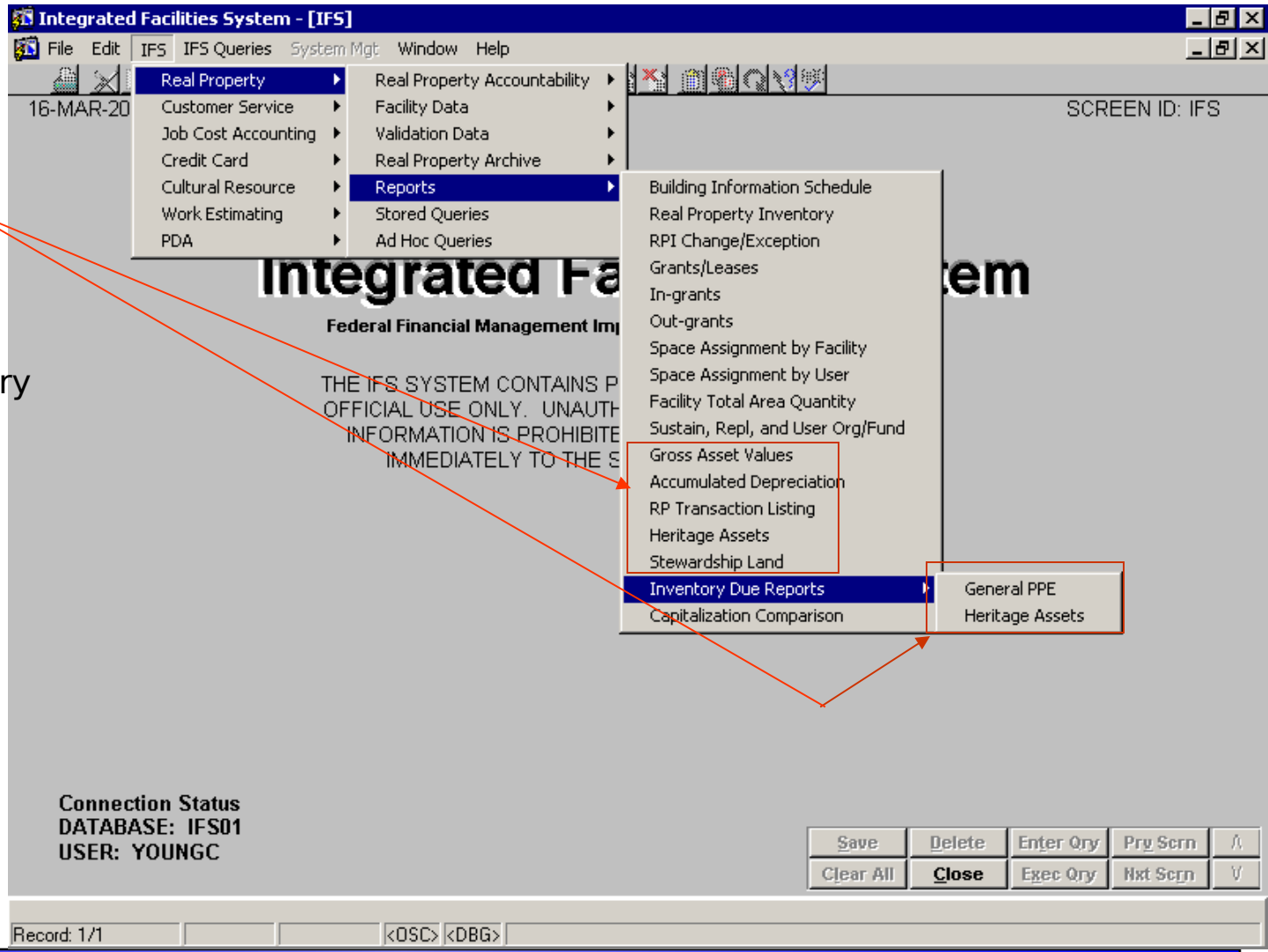
Facility Number	Facility Name	Ownership Cd	Ownership Description	Primary Cat Code	Category Code Description Long	FAC UM	Total Area Quantity
05000	POST HEADQUARTERS BUILDING	1	ARMY OWNED	61050	ADMIN GEN PURP	SF	2,213.00
05003	GEN ADMIN GROUND MAINTENANCE	1	ARMY OWNED	61050	ADMIN GEN PURP	SF	512.00
05010	TELEPHONE EXCHANGE BUILDING	1	ARMY OWNED	13120	COMMO CTR	SF	900.00
05011	DIESEL OIL STORAGE	1	ARMY OWNED	12471	HEAT FUEL ABV	GA	127.00
05012	STANDBY GENERATOR	1	ARMY OWNED	81160	STANDBY GEN	KW	40.00
05013		1	ARMY OWNED	14113	ACCESS CNT FAC	SF	40.00
05020	FIRE STATION	1	ARMY OWNED	81160	STANDBY GEN	KW	90.00
05023	FLAGPOLE	1	ARMY OWNED	69010	FLAGPOLE	EA	1.00
05031	PHYS FIT CTR	1	ARMY OWNED	74028	PHYS FIT CTR	SF	2,400.00
05046		1	ARMY OWNED	73075	SEP TOIL/SHOWER	SF	347.00
05050		1	ARMY OWNED	73016	POLICE/MP STA	SF	6,484.00
05051	BASKETBALL COURT	1	ARMY OWNED	75011	COURT AREA	EA	1.00
05052		1	ARMY OWNED	61050	ADMIN GEN PURP	SF	960.00
05055	RUNNING TRACK	1	ARMY OWNED	75027	RUNNING TRACK	EA	1.00
05101		P	PUBLIC PRIVATE VENTURE	44220	STORAGE GP INST	SF	18,792.00
05105	DINING FACILITY # 5	1	ARMY OWNED	72210	DINING FACILITY	SF	3,521.00
05106	DINING FACILITY ANNEX	1	ARMY OWNED	72360	MISC FAC DET	SF	2,490.00
05107	DINING FACILITY #6	1	ARMY OWNED	72210	DINING FACILITY	SF	3,402.00
05108		1	ARMY OWNED	61050	ADMIN GEN PURP	SF	512.00
05110		1	ARMY OWNED	44220	STORAGE GP INST	SF	880.00
05112	CAMP BULLIS PX	1	ARMY OWNED	74050	EXCHANGE BRANCH	SF	3,663.00
05113		1	ARMY OWNED	61050	ADMIN GEN PURP	SF	2,550.00
05114		1	ARMY OWNED	17120	GEN INST BLDG	SF	3,612.00
05115		1	ARMY OWNED	17120	GEN INST BLDG	SF	2,596.00
05116		1	ARMY OWNED	17120	GEN INST BLDG	SF	2,596.00
05117		1	ARMY OWNED	17120	GEN INST BLDG	SF	2,596.00
05118		1	ARMY OWNED	17120	GEN INST BLDG	SF	2,755.00
05119		1	ARMY OWNED	17120	GEN INST BLDG	SF	2,596.00
05120		1	ARMY OWNED	17120	GEN INST BLDG	SF	2,596.00
05121		1	ARMY OWNED	61050	ADMIN GEN PURP	SF	210.00
05122		1	ARMY OWNED	17120	GEN INST BLDG	SF	3,602.00

Reports

There are a series of Reports that support on-line review of CFOA critical data.

These include: Five Accounting Reports and two Inventory Due Reports

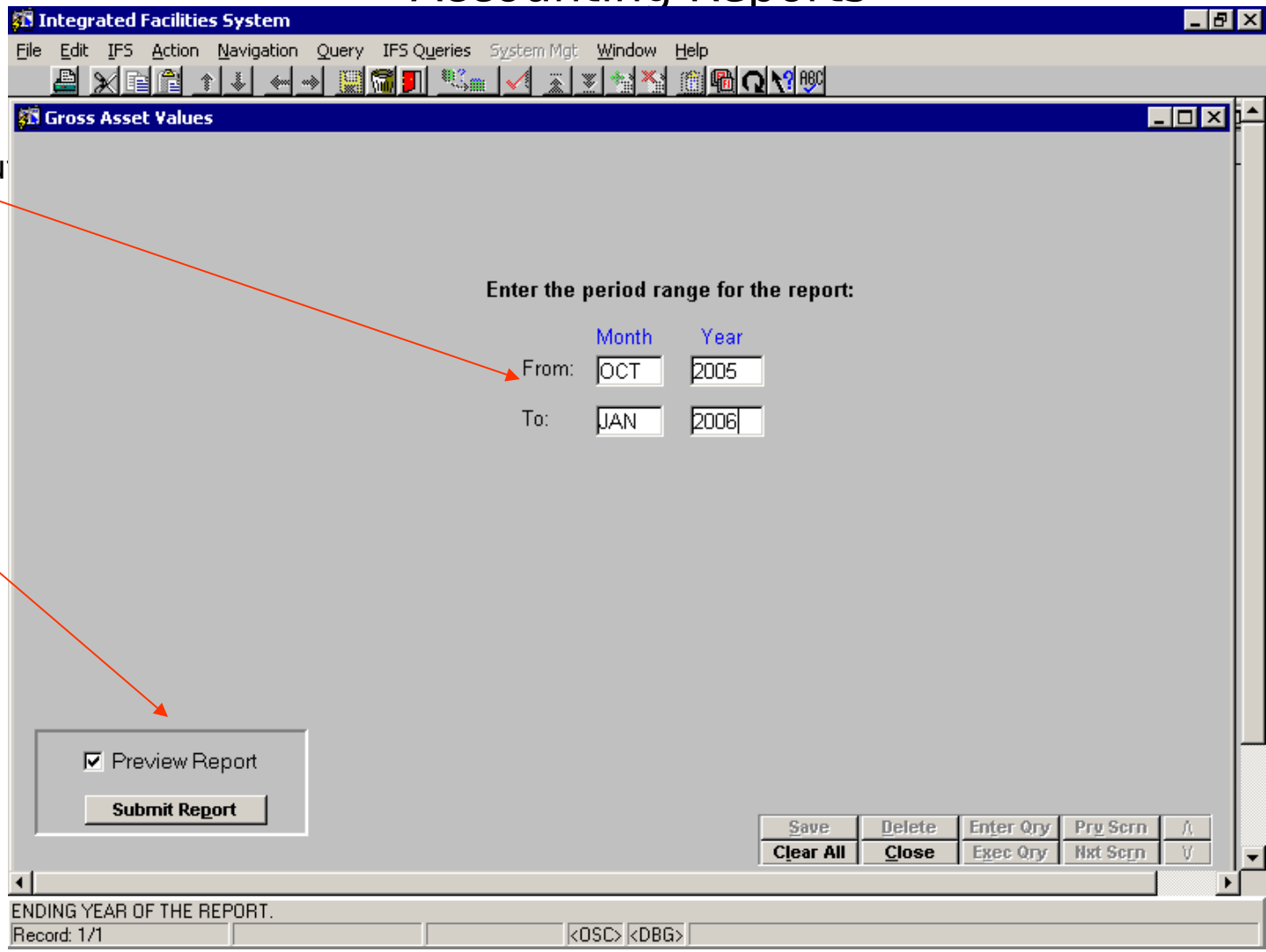
DPAS sites only the Inventory Due Reports apply



Accounting Reports

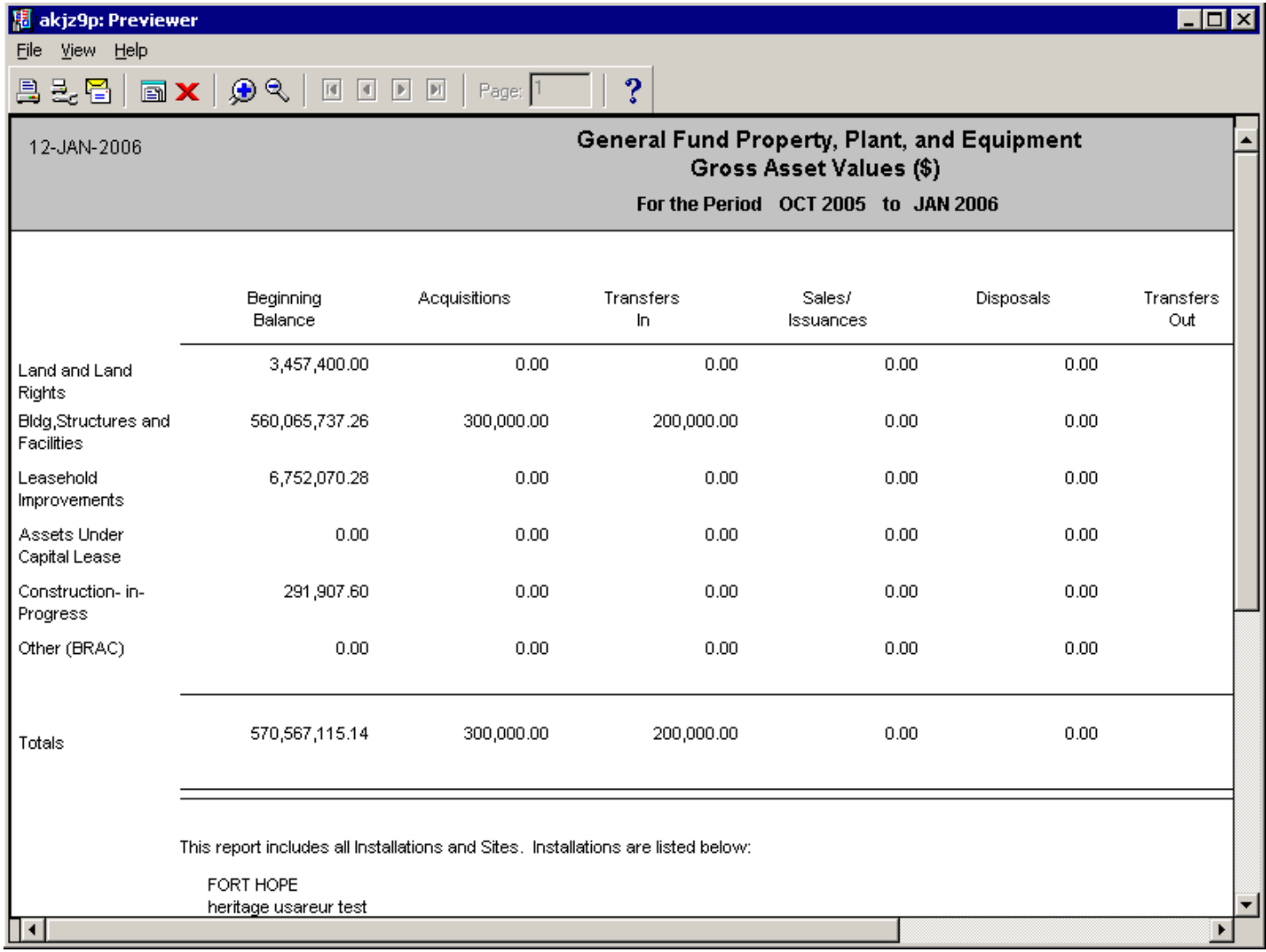
Each of the Accounting Reports Provides for input of Date Range or Fiscal Year

Each report can be Previewed, prior to printing



New Accounting Reports

Each report can be Previewed, prior to printing



12-JAN-2006

General Fund Property, Plant, and Equipment
Gross Asset Values ($)
For the Period OCT 2005 to JAN 2006

	Beginning Balance	Acquisitions	Transfers In	Sales/ Issuances	Disposals	Transfers Out
Land and Land Rights	3,457,400.00	0.00	0.00	0.00	0.00	
Bldg,Structures and Facilities	560,065,737.26	300,000.00	200,000.00	0.00	0.00	
Leasehold Improvements	6,752,070.28	0.00	0.00	0.00	0.00	
Assets Under Capital Lease	0.00	0.00	0.00	0.00	0.00	
Construction- in-Progress	291,907.60	0.00	0.00	0.00	0.00	
Other (BRAC)	0.00	0.00	0.00	0.00	0.00	
Totals	570,567,115.14	300,000.00	200,000.00	0.00	0.00	

This report includes all Installations and Sites. Installations are listed below:

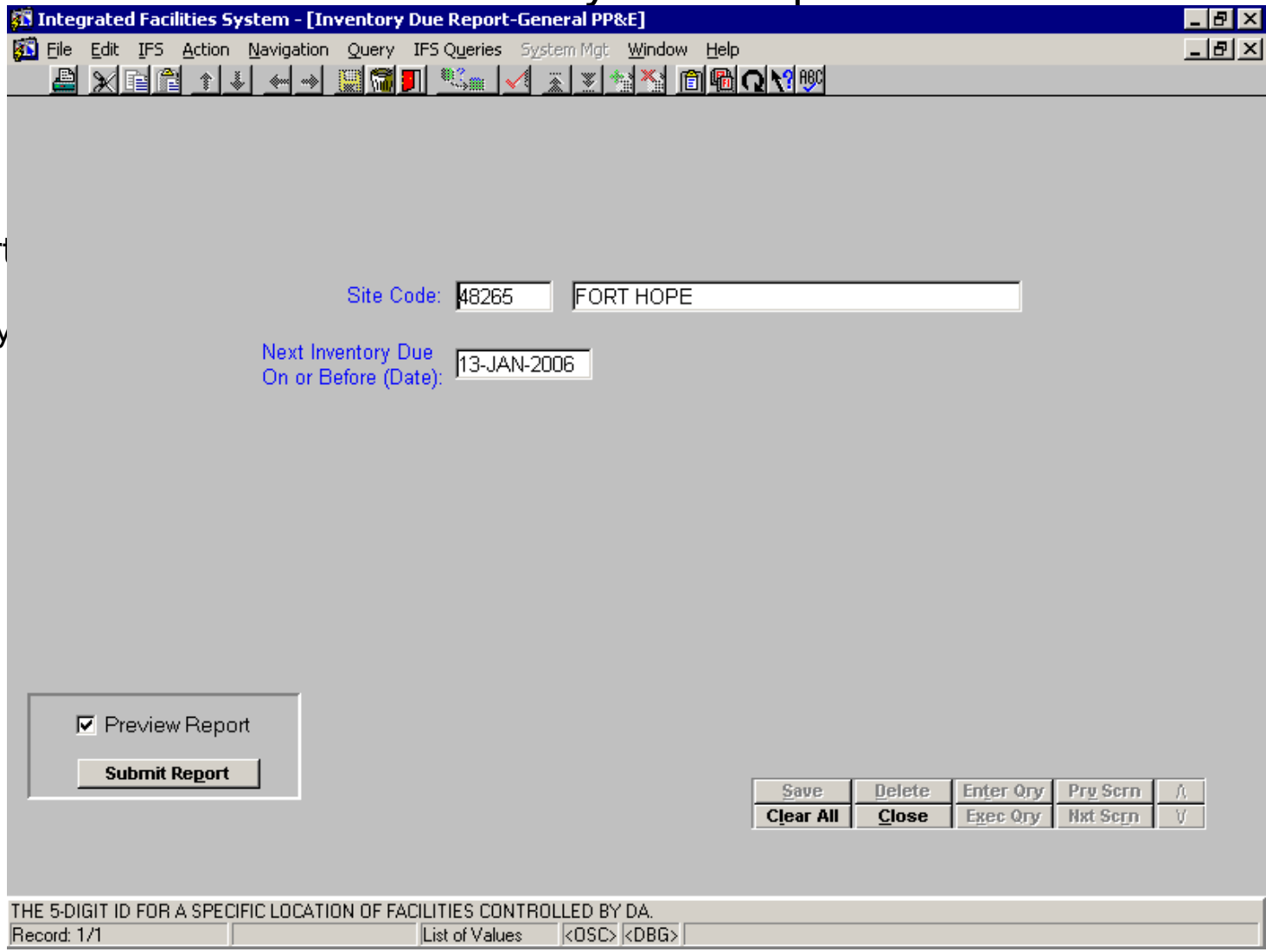
FORT HOPE
heritage usareur test

Survey Requirements

- 100% physical inventory survey of all installation real property
  - Not less than ***5 years*** for General Property
  - Not less than ***3 years*** for Historic Property
- Commander's Windshield Survey
- **New Requirement:** Annually for certain categories of real property
  - Offices
  - Warehouses
  - Laboratories
  - Hospitals
  - Housing

Inventory Due Reports

Inventory Due Report allow for selection of Site Code and Inventory Due Date

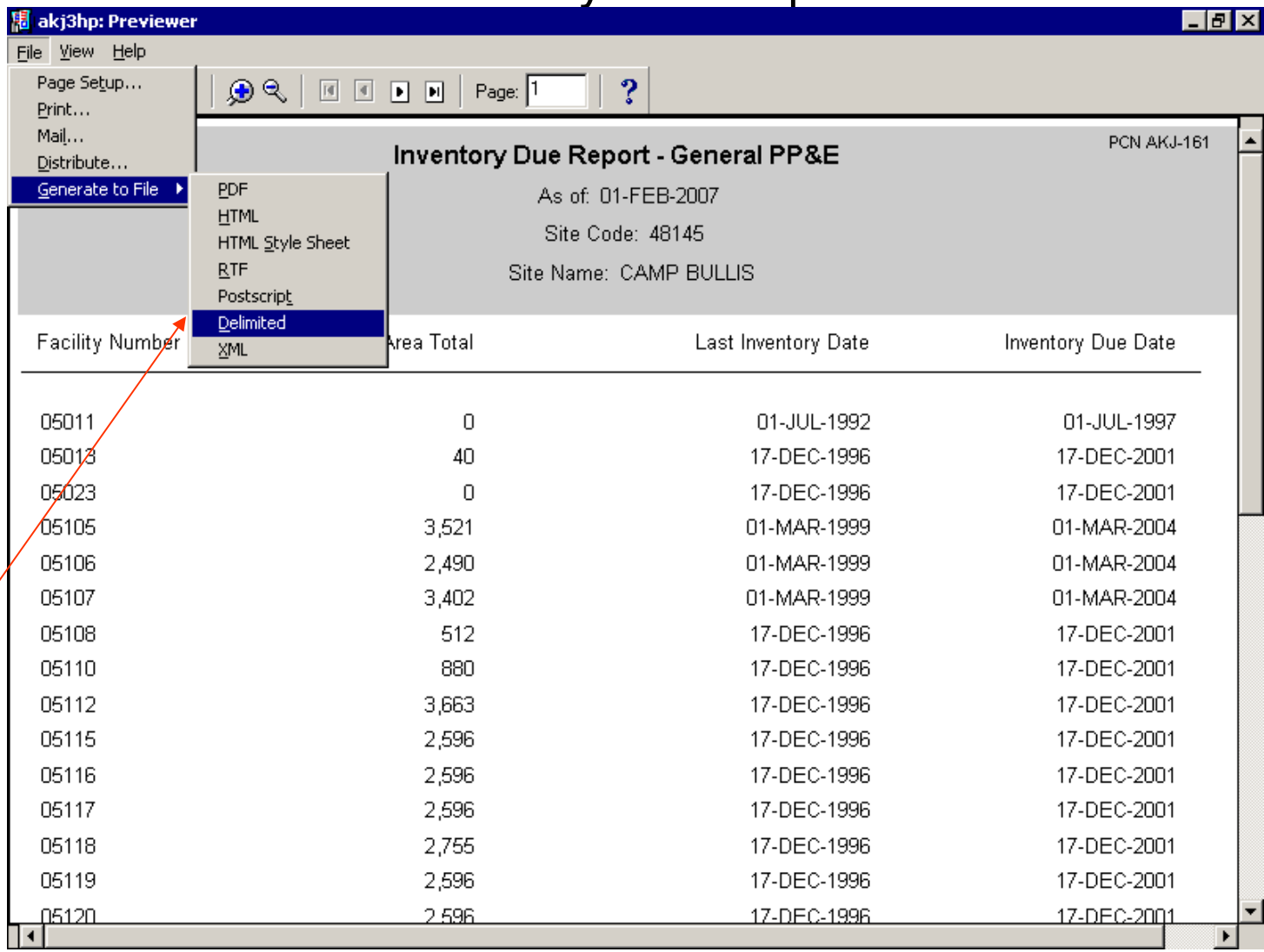

Integrated Facilities System - [Inventory Due Report-General PP&E]
File Edit IFS Action Navigation Query IFS Queries System Mgt Window Help
Site Code: 48265 FORT HOPE
Next Inventory Due On or Before (Date): 13-JAN-2006
Preview Report
Submit Report
Save Delete Enter Qry Prv Scrn
Clear All Close Exec Qry Nxt Scrn
THE 5-DIGIT ID FOR A SPECIFIC LOCATION OF FACILITIES CONTROLLED BY DA.
Record: 1/1 List of Values <OSC> <DBG>

Inventory Due Reports

Inventory Due Reports

Each report can be Previewed, prior to Printing

You may then export the report data, by choosing the File Menu, then Generate to File, and then choosing type of file (using Delimited facilitates ease of importing to Excel Spreadsheets)



Practical Exercise

Cultural Resource/ Reports

Practical Exercise Cultural Resource/ Reports

1. Using the Cultural Resource Form, select/query Facility Number 05144.

   a. Select the Historic Tab
   b. Place your cursor in the Historic Status Code Field and either enter "NHL-I" or
      choose it from the list of values (F11 key or Toolbar) and tab to next field.
   c. What Happened?

   d. Acknowledge the message (clicking OK) and save the record.
   e. Place your cursor in the Heritage Checkbox. What Happened?

2. Using the Real Property Facility Form, select/query Facility Number 05144

   a. Select Capitalization Tab
   b. What is the Document Number of the Capitalization Record displayed?

   c. Now look at the Facility Data Tab
      - What is the Value of the Facility Activation Code?
      - What is the Facility Type of the Primary Category Code?

   d. Now select the Capitalization Tab again. Look at the Heritage Asset Code. Why
      do you think the system set it to "B" – Structures Heritage and Mission?

Practical Exercise Cultural Resource/ Reports

3. Using the Real Property Reports Menu:

a. Select Inventory Due Reports and then Select General PPE.
b. Enter Site Code 48145 (Note, you can use the F11 key or Toolbar to list the available values for Site Code)
c. Enter Next Inventory Due Date of 30-APR-07
d. Leaving the Default of Preview Report Checkbox, press the Submit Report Button
e. How Many Pages did the report produce?

f. Try the same parameters only this time select Inventory Due for Heritage Assets.
How Many Pages?

g. What is the difference between Heritage Inventory Requirements vs. General PPE?

h. Go ahead and select some of the other reports: In-grants, Out-grants, Facility Total Area quantity, Gross Asset Values, Accumulated Depreciation, RP Transaction Listing, Heritage Assets, Stewardship Land, etc. to get a feel for the data and parameter selections.

“The End of Hands On”

Stay Tuned for

IFS Change Package (SCP 19)

Focus of SCP 19 is to complete the evolution of IFS Real Property to ensure Complete Real Property Inventory Requirements **(RPIR) Compliance.**

This is a Key Part of the **DOD Business Transformation.**

Thank You!